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SPENCER COUNTY COURTHOUSE

Rockport, Ind.



(In the final publication an enlarged picture, 5 x 7,
will appear here.)

AN INVENTORY OF THE COUNTY ARCHIVES
OF INDIANA

Prepared by

Historical Records Survey
Division of Women's and Professional Projects
Works Progress Administration

NO. 73. SPENCER COUNTY

W.P.A.

* * * * *

Indianapolis, Indiana
Historical Records Survey
April 1937

PREFACE

This inventory of Spencer County records constitutes a part of the general guide to the county archives of Indiana. It was prepared for the primary purpose of furnishing officials, students of history, and the citizens of the community with a convenient tool for their use in consulting the county records. It is hoped the information contained in these volumes will encourage county officials as well as the general public to take a greater interest in continual improvement of methods for preservation of public records. It is also hoped the information herein presented concerning the records, their present housing and care, and accommodations available for users, will prove to have value for the citizens and public officials.

1417716

This inventory of records was made during the period of March 19 to April 25, 1936, under supervision of Samuel J. Kagan, State Director; Clarence P. Wolfe, District Supervisor; and Mrs. Lister Klingelhoefer, Research Editor. The field workers were Charles L. Howard and Gladys Groves of Evansville. Indispensable cooperation was received from all officials to make this survey successful.

It is our intention to present a complete, concise picture of the records in bibliographical form. This inventory is preceded by a number of introductory sections to enlighten the reader concerning facts forming the background and basis for the records. The entries of the entries of the inventory are carried in consecutive numbering for the county, while the bureaus are arranged in groups of governing boards; judicial agencies; major administrative offices; financial agencies; and educational, health, engineering, and miscellaneous departments.

Preface

Where it is applicable, natural groupings under subject headings are made within the bureau, and the entries are arranged according to their functional sequence. A cross reference index following the inventory will help the reader locate records with the least effort.

Acknowledgment should go to the the State Office force of the Survey for checking, condensing, and compiling the Spencer County Survey.

LUTHER H. EVANS, National Supervisor

S. J. MACAN, State Director

Historical Records Survey

FOREWORD

A guide to county and township records in Indiana has long been needed by both local officials and the general public. The Works Progress Administration project of the Historical Records Survey is the first attempt to supply this need. Few more useful fields of employment could have been found than the survey of local and State historical records, even though the work inevitably presented unusual difficulties. The completion of the survey of historical records in Indiana is a source of genuine satisfaction.

We are indebted first of all to the Works Progress Administration for providing for the survey and financing it. The National Director of the project, Dr. Luther H. Evans, assured a fruitful product of the field workers so as to insure the greatest completeness with the least likelihood of errors. He and his assistants have done all that was possible for this nation-wide survey. Samuel J. Kagan, State Director of Indiana, deserves great credit for his energy and ability in organizing the office and field forces which have carried out the project. To assemble and organize more than one hundred and fifty persons in a new line of work in which there were very few local precedents, and to complete a survey of the county records in all the ninety-two counties, including the townships, at first, seemed almost impossible of accomplishment within a year. It has, however, been accomplished.

An advisory committee has helped guide work upon the project; though no meetings were held, its members in many instances were a

great help. A word of appreciation must be recorded here for the county officers who courteously gave the representatives of the survey access to the records in their offices and cooperated in the making of the survey. Especially is the State indebted to those officers who made possible the photographing of old records for preservation in a central depository.

CHRISTOPHER B. COLEMAN

Director, Indiana Historical Bureau
and

Chairman, Advisory Committee
Historical Records Survey

TABLE OF CONTENTS

Part A. Spencer County and its Records System

Map.....	4
History.....	5
Governmental Organization and Records System.....	10
Chart of County Governmental Organization.....	13
Explanation of Chart.....	20
Housing of Public Records.....	21
Abbreviations.....	23

Part B. County Offices and Their Records

I	County Commissioners.....	31
	Legal status and functions, Court proceedings (Petitions, Claims and allowances, Bids and contracts, Roads, bridges, and ditches).	
II	County Council.....	42
	Legal status and functions.	
III	Clerk of the Circuit Court (County Clerk).....	44
	Legal status and functions, Elections (Returns), Official bonds (County, Court), Licenses (Marriage, Professional, Business), Certificates (Professional, Business), Receipts and disbursements.	
IV	Circuit Court.....	50
	Legal status and functions, Change of venue, Civil and criminal causes (Court proceedings, executions)	

Table of Contents

IV	Circuit Court (continued)	
	Fee and cash records, Probate causes (Proceedings in probate causes).	
V	Common Pleas Court.....	60
	Legal status and functions, Court proceedings, Proceedings in probate court, Fee and cash records.	
VI	Recorder.....	62
	Legal status and functions, Deeds, titles, and grants, Mortgages and releases (Real estate, Chattels, School funds), Register of legal instruments, Miscellaneous records, Fee and cash books, Maps and Plats.	
VII	Sheriff.....	69
	Legal status and functions, Executions and reports, Fee and cash records.	
VIII	Coroner.....	72
	Legal status and functions.	
IX	Auditor.....	75
	Legal status and functions, Audits and reports, Receipts and disbursements, Taxes (Appraisements, Returns, Lists, Delinquent and erroneous), School funds, Licenses, Official and surety bonds, Maps.	
X	Assessor.....	89
	Legal status and functions.	

Table of Contents

XI	Board of Review.....	90
	Legal status and functions.	
XII	Board of Tax Adjustment.....	92
	Legal status and functions.	
XIII	Board of Finance.....	94
	Legal status and functions.	
XIV	Treasurer.....	95
	Legal status and functions, Tax collections, re- ceipts and disbursements.	
XV	Board of Education.....	96
	Legal status and functions.	
XVI	Superintendent of Schools.....	100
	Legal status and functions, Teachers, Pupils.	
XVII	Health Commissioner.....	102
	Legal status and functions.	
XVIII	Board of Public Welfare.....	104
	Legal status and functions.	
XIX	Surveyor.....	107
	Legal status and functions, Surveys and re- ports, Construction plans and specifications, Maps.	
XX	Highway Supervisor.....	110
	Legal status and functions.	
XXI	Agricultural Agent.....	111
	Legal status and functions.	

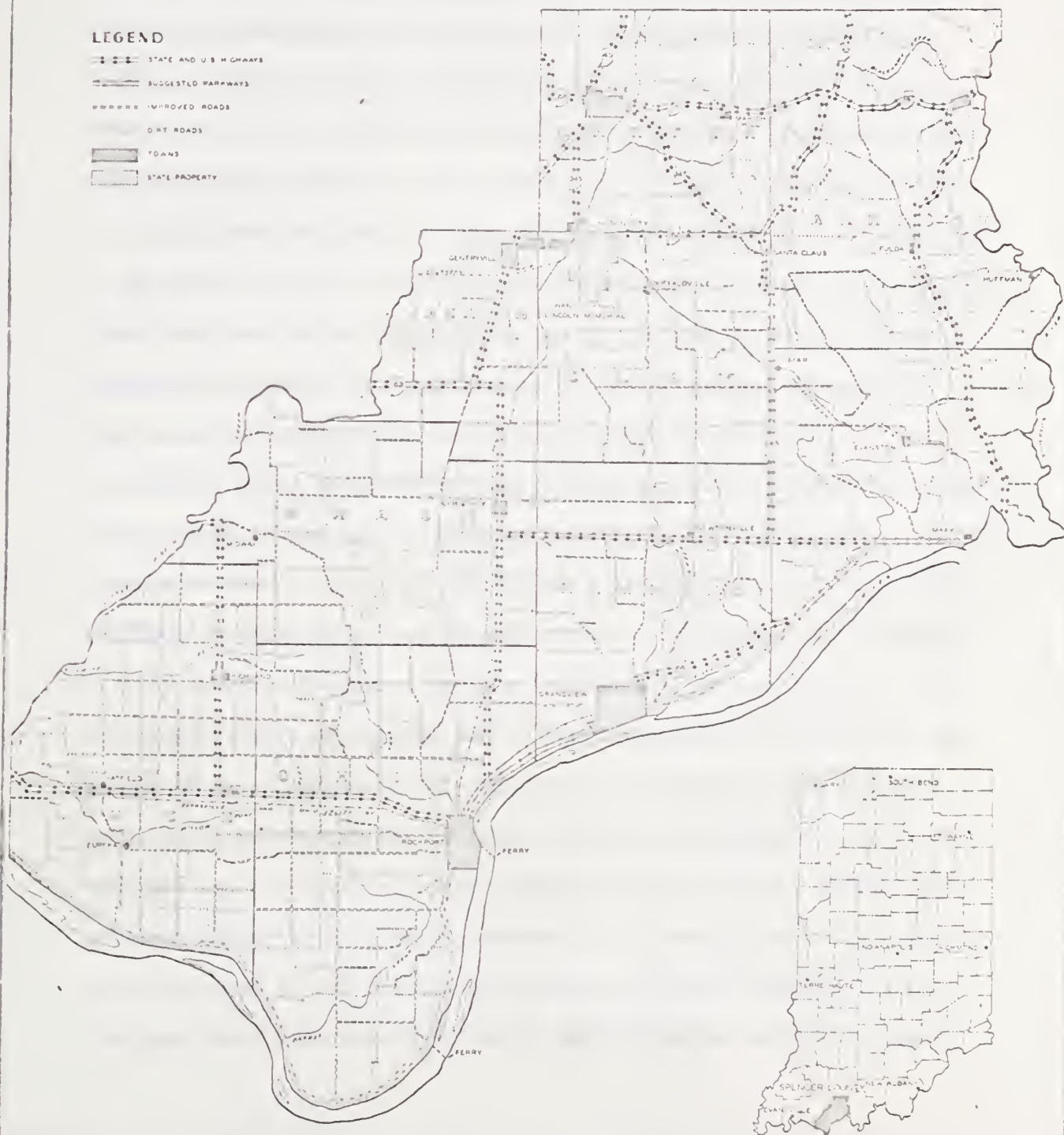
GENERAL PLAN SPENCER COUNTY

STATE PLANNING BOARD
OF INDIANA
1936



LEGEND

- STATE AND U.S. HIGHWAYS
- SUGGESTED PARKWAYS
- IMPROVED ROADS
- DIRT ROADS
- TOWNS
- STATE PROPERTY



1818-1836

Spencer County, bounded on the south by the Ohio River, is one of the southernmost counties of the State. On the west lies Warrick County, on the north Dubois County, and on the east Perry County. The area is approximately 410 square miles. The surface is hilly and irregular. The townships are Carter, Clay, Cross, Harmoni, Harrison, Huff, Jackson, Luce, and Ohio. Rockport is the only incorporated city. The incorporated towns are Dale, Chrisney, Grandview, and Contryville.

To appreciate better the history of Spencer County it is necessary to consider it first in relation to the country as a whole. The English landed and settled at Jamestown in 1607. The French founded Quebec a year later and began the exploration of the wilderness to the west. The French explorer, La Salle, descended what is now known as the Mississippi River to its mouth and on April 9, 1682, claimed the entire river valley in the name of France, calling it Louisiana. Thus present Spencer County once belonged to France. By 1719 French trading posts had been established on the present sites of Fort Wayne and Vincennes. Rivalry between the French and the English for the possession of the Ohio and Mississippi valleys led to the Seven Years War ending in the Treaty of Paris, February 10, 1763, by which Louisiana was ceded to Great Britain. During the Revolutionary War, George Rogers Clark of Virginia led a successful expedition against the British in the west, and in December 1778, Virginia extended jurisdiction over the region north and west of the Ohio River naming it Illinois County. In 1794 Virginia ceded this territory to the United States, and three years

History of Spencer County

later Federal provision was made by the government. The name was changed to the Northwest Territory. From this Territory Indiana was organized on December 16, 1800.

The Shawnee tribe is historically of most importance among the Indians who inhabited this region during the advent of the first pioneers. They added greatly to the hardships and dangers of the newcomers. Even after the county was surveyed and the first land claim made by Walter Taylor in Nov. 1807, this tribe often attacked settlers. An outstanding illustration of this is known as the Meeks tragedy. In May 1811, Chief Set-to-down and two other Indians ambushed Sil Meeks at their log house on Pigeon Creek in what is now Luce Township. The elder Meeks was killed and his son injured. Set-to-down was captured and murdered, supposedly by a guard, while awaiting trial.

Before the organization of Spencer County this area was included in the huge county of Knox. In 1813 the new County of Warrick was made to include this particular region. The next change occurred a year later when present Spencer County was divided between Warrick and Perry Counties.

The legislative act organizing Spencer County was approved January 10, 1816, effective February 1st. The boundaries were given as: "Beginning on the Ohio river where the section line passes through the centre of the seventh range strikes the same; thence north with the said section line until it strikes Little Pigeon creek; thence up said creek, with the meanders thereof, to the Pole Patch Fork; thence up the Pole Patch Fork, with the meanders thereof, to the section line passing between townships four and five; thence east with said...

line to the range line dividing ranges five and six; thence north to the line of Pike county, thence east with the line dividing the counties of Perry and Pike to the range line dividing ranges three and four, thence south with said range line until it first strikes Anderson's river, thence down said river with the meanders thereof to the Ohio river, thence down the same to the place of beginning." (Laws of Indiana, 1817-18 (special) pp. 20-21). On February 10, 1825 the following addition was made by statute: "all that part of the county of Warrick included within the following boundaries, viz: Beginning on the Ohio river four miles west of the Spencer county line; thence running north to Little Pigeon creek; thence up the said creek, with the meanders thereof to the line of Spencer county; thence south to the Ohio River; thence down the Ohio River to the place of beginning." (Laws of Indiana, 1825, p. 13.)

The name of Spencer was selected in honor of Captain Orier Spencer who courageously led his company of "Yellow Jackets" against the Indians. He was killed in the battle of Tippecanoe.

The organizing act directed that court be held in the house of Asel W. Dorsey until the seat of justice should be located. The first county election was held January 13, 1818. Among those elected were John Morgan, clerk and recorder; Samuel Snyder and Uriah Lamar, associate judges; Samuel D. Hammond, Thompson M. Jones, and Thomas Carter, county commissioners.

On March 11, 1818 the county seat was fixed at Hanging Rock, soon afterwards called Rockport, on the Ohio River. In consideration of this choice the citizens of Hanging Rock, notably Daniel Grass as

agent of William R. Hynes, donated 240 acres of land and \$1,350 in money for county purposes. No change has since been made in Spencer County's seat of justice.

A temporary log courthouse was erected in 1818. The second courthouse made of brick was started in 1819 and finished in 1822. Much litigation developed over the payment for this building. On September 3, 1836, the courthouse burned, and all of the records were destroyed. A temporary office for the clerk was soon built and quarters for the other functionaries obtained in various places. Court was held in the ship of Jacob Myers. In March 1838, a new brick courthouse stood in the public square. This building was forty feet square, two stories high, and cost \$5,000.

In 1864, the fourth courthouse was erected for Spencer County. It was also constructed of brick and contained a fireproof vault. During its fifty-five years of use Benjamin Harrison, Charles W. Fairbanks, Albert J. Beverage and William Jennings Bryan spoke in the courtroom. Because of the efforts of Chrisney to obtain the county seat, a delay was inevitable in ordering a new courthouse. However, this controversy was settled in favor of Rockford by the Supreme Court and on April 7, 1919, the old courthouse was sold at auction. The present beautiful stone courthouse was completed in 1920 at a cost of approximately \$200,000.

Spencer County has the historic distinction of being the boyhood home of Abraham Lincoln. His father, Thomas, entered a tract of land October 15, 1817, and on this site the village of Lincoln City now

stands. It was here Lincoln read at night by the flare of pine knots. Here his mother died and his father married again. The family moved to Illinois in 1839 or 1840. In late years, as the tremendous service of Lincoln is more fully appreciated, steps have been taken to perpetuate the association of his boyhood. On February 12, 1926 the Grand View Lincoln Trail Club unveiled two markers in Spencer County. In Rockport city park Lincoln Pioneer Village is being constructed. The Nancy Hanks Lincoln Memorial State park of 1086 acres, including the old Lincoln homestead, is designed to inspire and instruct an increasing number of tourists. In this manner Spencer County is exceptional in connecting the present with its early history.

Economically this county is essentially agricultural as it has always been. However, shallow veins of coal in the northern part give employment to a small number engaged in strip mining. Tobacco and corn are the main crops. But adverse market conditions in recent years, together with increasing soil erosion, have caused a decline in population from 20,676 in 1910 to 16,713 in 1930. The migration of the younger generation is especially marked.

SOURCE

1. HISTORY OF WARRICK, SPENCER, AND TERRY COUNTIES, INDIANA
Goodspeed Bros. & Co. Chicago, 1885
2. INDIAN BOUNDARIES, Pence & Armstrong
3. INDIANAPOLIS NEWS, March 3, 1919--February 13, 1920
4. Indianapolis Star, February 21, 1926
5. Field Report of State Planning Board

Spencer County, with its county seat at Rockport, is a political subdivision of the State of Indiana for administrative purposes, and holds, therefore, only such powers of local government as have been prescribed by law. Spencer County was organized by an act of the general assembly, effective February 1, 1813 (Laws of Indiana 1817-18, p. 20). Its present form of government, as it functions today, is the result of its development under the original constitution of 1816, the present constitution adopted in 1851, and nearly a century and a quarter of legislative action.

The county system of government is an inheritance from England and the American colonies, whence pioneers in Indiana brought their customs and laws. Its beginning in Indiana was by the laws of the Northwest Territory, which provided for a governing body called the board of county commissioners. (Laws of Northwest Territory, Acts 1799, ch. 32, sec. 8.) The administrative duties were executed by the sheriff (Ibid., 1783, ch. 2, sec. C), clerk (Ibid., ch. 2, p. 11), coroner (Ibid., ch. 9, sec. 1), recorder (Ibid., 1795, sec. 1, p. 102). Under the laws of Indiana Territory of 1802, the office of county surveyor was established. (Laws of Indiana Territory, 1802, ch. 1, sec. 1.)

In the year 1816, Indiana was admitted to the Union, and the constitution of that year provided for the election in each county of the officers named above. To these were added by legislative enactment in 1817, the office of county treasurer. (Acts 1817, ch. 17, p. 119.) The next major change in the county organization occurred in 1841 when the office of the auditor was established. (Acts 1841, ch. 2, sec. 1.)

At the organization of Spencer County, these offices were established under the authority of the constitution of 1816 and the laws of Indiana.

As Indiana developed, there was much dissatisfaction with the Constitution of 1816, but repeated attempts to change it did not succeed until 1851, when a constitutional convention was called to frame a new constitution. This constitution was adopted in 1852, and with some alterations by later amendments, remains the Constitution of Indiana.

Each county has its own individual governmental set-up. Although the Constitution of 1851 forbids special legislation, the general assembly has provided necessary variations for counties, by classification based chiefly on population. Urban and rural areas obviously cannot be governed by the same system or number of officers. Every county has the constitutional offices, but the statutory officers vary greatly in number, powers, and duties. The latter may be compulsory in all counties, or they may be optional and therefore established in only a few instances; others may be authorized in only certain classes of counties, though the class may include but one county.

Since the establishment in each county of a county council in 1899, Indiana stands alone among the States of the Union in having a dual system of county governing boards. Each county is governed by a board of commissioners and a county council. Their duties, with technical distinctions, are enumerated in their proper places below.

From the beginning of the present century a tendency toward centralization of power in the hands of State authorities has taken from the county officials many of their powers and duties and has greatly lessened the scope of those remaining. In the older fields of finance, roads, and education, the State's supervision has greatly increased, and creation

of newer State departments, such as police, food and fire inspection, and public welfare, has caused heavy erosion of local responsibility and control.

Present Administration

The Constitution of 1851 provides for the election of a clerk of the circuit court, who keeps the records of the proceedings of all the courts in the county; an auditor, who keeps records of county financial matters and records dealing in real property and the estates of private citizens; a recorder, whose duties are to keep a record of every conveyance or other instrument entitled and required by law to be recorded; a treasurer, who receives all money coming to the county and keeps a record of same; a sheriff, who is conservator of the peace and who carries out court orders; a coroner, who investigates violent deaths and those of suspicious circumstances; and a surveyor, who prepares plans and specifications for the improvement of public works and establishes boundaries for public and private lands and since 1933 has had charge of drainage systems. (Ind. Const., art. 6, sec. 2). The constitution provides for two other officers--circuit judge and prosecuting attorney--who legally are a part of the circuit, which may include one or more counties. Since the adoption of the constitution, the general assembly has prescribed the establishment of additional departments.

The present leading governing body of the county is the board of commissioners, often called the "county board," elected for a term of three years. The board provides buildings to house county business, furnishes public squares and grounds, audits the accounts of county officers who handle money, changes boundaries of townships as it sees

fit, and is charged with the maintenance of county roads and highways.

(1 Ind. Rev. Stat., 1852; Burns' Ind. Stat. Ann. 1933, Sec. 26-601.)

The board is also charged with many specific duties authorized by statutes and are either mandatory or optional.

Another governing body is the county council, created in 1899, by statute, to act as a check upon the board of county commissioners by controlling the finances of county government. This council consists of seven members who are elected for a term of four years. One member is elected from each councilmanic district by the citizens of the district and three members are elected at large from the county. The county auditor acts as clerk of the council. The council has power to fix certain tax rates, the exclusive right to make appropriations out of the county treasury, and the exclusive right to authorize the borrowing of money for the county. (Acts 1899; Burns' Ind. Stat. Ann. 1933, Sec. 26-501, 26-502, 26-515, 26-532.)

In 1873, by legislative enactment, the office of county superintendent of schools was created. The superintendent is elected by the township trustees and serves for a term of four years. His duties are specifically set out in the statutes, and he is under the jurisdiction of the State board of public instruction. (Acts 1873, 1899; Burns' Ind. Stat. Ann. 1933, Sec. 28-702.)

By an act of 1873, a county board of education was created. The board consists of the county superintendent of schools, the township trustees, and the chairman of the school trustees of each city and town of the county. The duties of the board are to consider the general wants and needs of the schools and matters relating to the purchase of school furniture, books, maps, charts, etc. (Acts 1873; Burns' Ind. Stat. Ann. 1933, Sec. 28-801.)

An act of 1891 created the office of health commissioner, who is elected by the county commissioners to serve for a term of four years. It is his duty to safeguard the health and to promote sanitary systems for the citizens of the county. He is also required to keep records of contagious diseases, births, deaths, and marriages. (Acts 1891; Burns' Ind. Stat. Ann. 1933, Sec. 35-108.)

By an act of 1891 the office of county assessor was created. The assessor is elected for a four-year term. His duties are to assess omitted real and personal property, to instruct the township assessors, to carry out the orders of the State tax board, and to act as president of the county board of review. (Acts 1891; ch. 99.)

An act of 1891 created the county board of review, whose members consist of the county assessor, county auditor, and county treasurer. (Acts 1891; ch. 99.) This act was amended in 1919 to include two freeholders of opposite political parties as members of the board. The duty of this board is to equalize unfair assessments on real and personal property. (Acts 1919; Burns' Ind. Stat. Ann. 1933, Sec. 64-1201.)

In 1907, a legislative act created a county board of finance, consisting of the board of county commissioners. The county auditor acts as secretary. This board has the custody of the county funds and selects the depositories. (Acts 1907; Burns' Ind. Stat. Ann. 1933, Sec. 61-606, 61-607.) The general assembly of 1935 repealed this act and in the same session revived it as part of the depository act, reestablishing the board of finance practically unaltered. (Acts 1935; Burns' Ind. Stat. Ann. 1936 Supplement, Sec. 61-606, 61-628, 61-631 to 61-639.)

By an act of 1913, the legislature made provisions for the creation of the office of agricultural agent, legally termed county agent, but

commonly referred to by the descriptive name. Inasmuch as the agent of the State in the sale of State lands originally was called the county agent, the popular term is used here. The act provides that this office may come into existence whenever a certain number of residents of the county shall petition therefore. The appointment is made annually by Purdue University and ratified by the county board of education. Upon proper petition, this office was established in Spencer County, February 16, 1913. The duties of the county agent are to disseminate information for the promotion and advancement of agriculture, horticulture, and domestic science. (Acts 1913; Burns' Ind. Stat. Ann. 1933, Sec. 28-4911.) By an act of 1931, the office of home demonstration agent was created, whose work is supplemental to the office of the agricultural agent. (Acts 1931; Burns' Ind. Stat. Ann. 1933, Sec. 28-5627.)

The office of superintendent of highways, established in 1913, was abolished by an act of 1933, and the office of highway supervisor authorized. The supervisor is appointed by the board of commissioners. He has general supervision of all county highways, roads and bridges. (Acts 1933; Burns' Ind. Stat. Ann. 1933, Sec. 36-1110.)

In 1933 the legislature created a county board of tax adjustment. The board consists of one member of the county council, selected by the council, and six members appointed by the judge of the circuit court. This board has the power, as it deems necessary, to revise, to change or reduce, but not to increase any tax levy or any corresponding items of the budget on which the tax levies are based. (Acts 1933; Burns' Ind. Stat. Ann. 1933, Sec. 64-304.)

The county board of public welfare was created by an act of 1936. The board consists of five members appointed by the circuit court to

serve for a term of four years. The board is charged with the administration of assistance to dependent children in their own homes, to aged persons, and to all those who are otherwise handicapped. (Acts 1936; Burns' Ind. Stat. Ann. 1936 Supplement, Sec. 52-1117.)

Judicial

The judicial system of Spencer County, as of other Indiana counties, is prescribed by the State Constitution and the subsequent legislative enactments of the Indiana General Assembly. The Constitution authorized and directed the general assembly to divide into judicial circuits the whole State as the need arose. Spencer and Perry Counties forms the seventieth circuit, established in 1919. (Acts 1919; Burns' Ind. Stat. Ann. 1933, Sec. 4-332.) Before this period, Spencer County was a part of a circuit to which another county was attached. The Constitution further provides for the election of a judge and a prosecuting attorney for each circuit, and for a clerk for each county within a circuit. (Indiana Const., Art. 6, Sec. 2; Art. 7, Sec. 9-11.) The circuit court has jurisdiction in all criminal, civil, probate, and juvenile cases, and hears appeals from lower courts.

In 1852, by a legislative act, the court of common pleas was created, with limited jurisdiction. The court continued in existence until it was abolished by an act of the legislature in 1873. In earlier times, the common pleas court was a subdivision of the circuit court for certain cause, and had no independent existence. (Acts 1852.)

Records System

The establishment of each of these offices caused the beginning of separate records as prescribed by the general assembly under the provisions

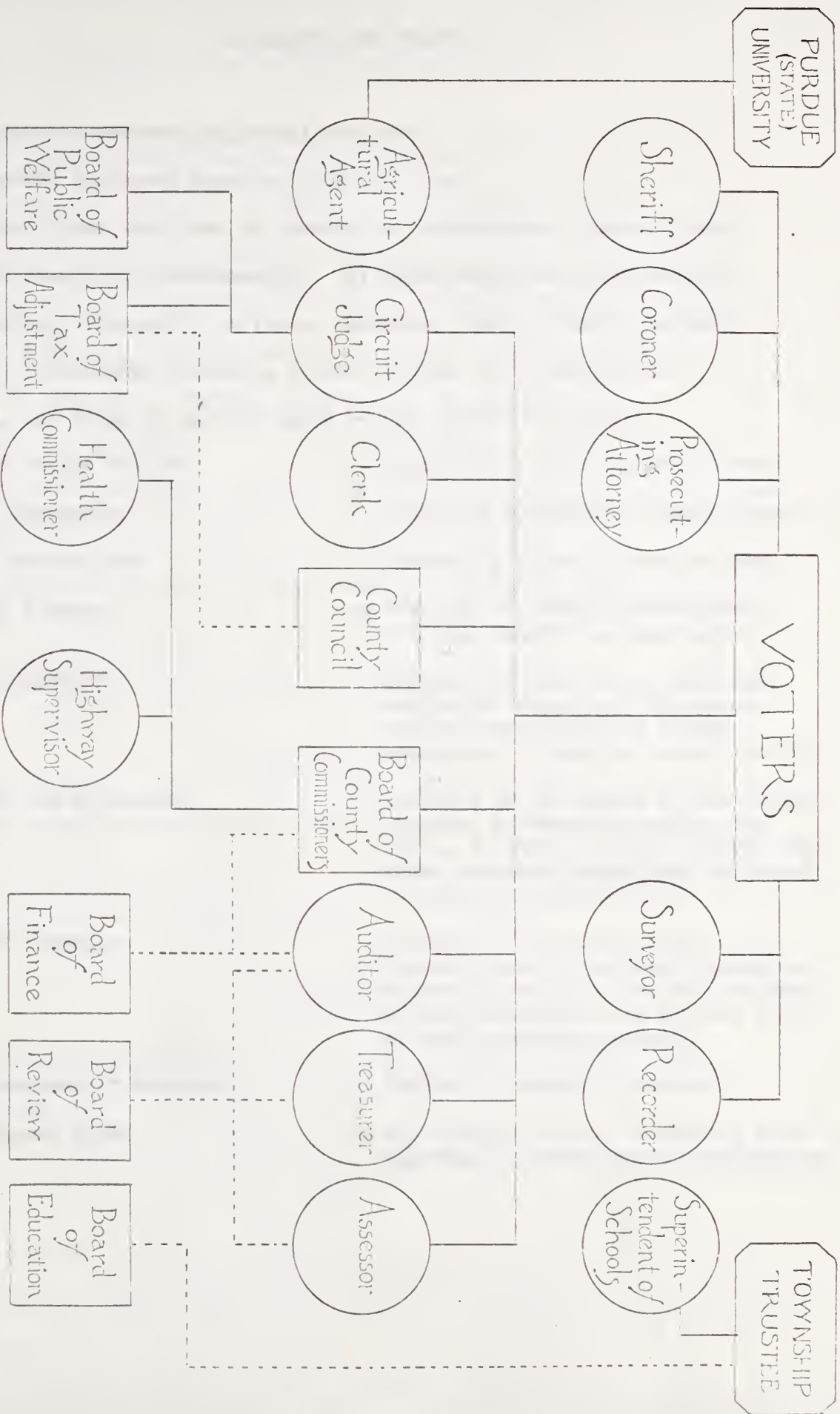
for each respective office. A fire in the courthouse in 1833 destroyed some of the county records. In many of the smaller offices no permanent records have been kept; therefore no survey could be made. Spencer County followed its own form of accounting until, in 1909, the legislature established the State board of accounts, which formulates, prescribes, and installs systems of accounting and reporting which are uniform for every public office of the same class. (Acts 1909; Burns' Ind. Stat. Ann. 1933, Sec. 6-202.) Under this law some of the records were combined to eliminate separation, duplication, and overlapping. The law also permits the use of bound looseleaf records in almost all cases where the records are typed. The quality of the paper and ink and the binding and rebinding practices are left to the judgment of the board of county commissioners, except that a good quality is required.

Whenever it may be necessary for the preservation of the records of any office from mutilation, the board of county commissioners issues an order directing the officer in charge to copy and transcribe the records for preservation. (Acts 1888; Burns' Ind. Stat. Ann. 1933, Sec. 26-634.)

In 1925 a law was passed permitting county officials, at their discretion, to turn over to the State archives bureau for permanent preservation, any official books, records, documents, original papers, newspaper files, or printed books and material not in current use in their offices. (Acts 1925; Burns' Ind. Stat. Ann. 1933, Sec. 65-320.) This law is optional and has been ineffectual. County officials are loath to part with records, even when no longer used and in spite of lack of storage space, for fear of a possible call for them. Consequently, they have only occasionally availed themselves of this provision for

permanent preservation of their old records.

The Historical Records Survey will, in due time, submit sample forms of types of records now in use in the several bureaus of county government. From a study of these forms a model arrangement may be organized for the uniform creation of public records, so that the records created daily may be preserved for posterity.



Circles represent individual officers.

Squares represent agencies in board form.

Solid lines are lines of election or appointment. Broken lines indicate ex-officio relationship. All lines should be read downward.

Auditor, Treasurer, Surveyor, Recorder, Clerk of Court, Coroner, Sheriff, Prosecuting Attorney, Assessor, Board of Commissioners, Council, and Judge of Circuit Court -- all elected by voters.

Board of Public Welfare -- Appointed by judge, circuit court.

Highway Supervisor -- Appointed by board of commissioners.

Health Commissioner -- Elected by board of commissioners.

Board of Finance -- Consists of county commissioners, with the auditor as secretary.

Board of Review -- Composed of assessor as president, auditor as secretary, treasurer, and two freeholders of county appointed by judge of circuit court.

Board of Tax Adjustment -- Composed of one member of the county council, a township trustee, the major, a member of school board, and three resident freeholders appointed by judge of circuit court.

Board of Education -- Composed of township trustees of Spencer County, the county superintendent of schools, and the chairman of the school trustees of each city or town in Spencer County.

Superintendent of Schools -- Elected by township trustees.

Agricultural Agent -- Appointed by Purdue University with approval of county board of education.

The Spencer County Courthouse, a fine stone building, stands on a square facing Main Street in Rockport. The courthouse, built in 1920, is roughly rectangular in shape, measuring 115' by 85', with slight indentations at its corners. A basement and three floors contain the county offices and the courts, and a rotunda, extending upward from the first floor to a skylight in the roof, admits natural light to the interior of the building. The basement contains a storage room for records; the first floor contains the offices of the sheriff, the board of public welfare, the surveyor, and the agricultural agent; the second floor contains the offices of the commissioners, the clerk, the recorder, the auditor, the assessor, and the treasurer; and the third floor contains the office of the superintendent of schools.

Commissioners

The office of the commissioners is located on the east side of the second floor, but no records are housed there--the commissioners' records being housed in the auditor's office (q. v., infra).

County Council

Records of the county council are kept in the auditor's office (q. v., infra).

Clerk

The clerk occupies an office 25' square on the southwest corner of the second floor. This office, which has a concrete floor and plaster

walls and ceiling, contains 300' of bound volumes and 70' of unbound records in file boxes 10" deep. The shelving is adequate, both for present and future records. Lighting and ventilation are good, and excellent accommodations are furnished for users of the records in this office. Ninety-five per cent of the clerk's records are housed here and 5% in the basement storage room. In addition, all the coroner's records are housed in this office.

Recorder

A large, well lighted office, on the southeast corner of the second floor and adjoining the clerk's office, is occupied by the recorder. It is clean and well ventilated, measures 35' by 30' by 16', and has flooring of concrete and tile, and walls and ceiling of plaster. All the recorder's records and 50% of those of the health commissioner--500' of bound volumes--are housed here, and there is adequate space for expansion on the present shelving. Users of the records in this room are provided with satisfactory accommodations.

Sheriff

The office of the sheriff, on the southwest corner of the first floor, houses all his records. This room measures 17' by 11' by 12', has a concrete floor, plaster walls, plaster ceiling, and is well ventilated and well lighted, both naturally and artificially. Three feet of bound volumes are housed in a cabinet, and no additional equipment, either for the records or for users of the records, is needed in this office.

Coroner

Records of the coroner are housed in the clerk's office (q. v., supra).

Auditor

The auditor's office occupies the entire north side of the second floor and consists of one room, with a concrete floor and plaster walls and ceiling. This room measures 59' by 20' by 12'. It is well ventilated, clean, and well lighted, providing excellent accommodations for persons consulting the records. Eighty-one feet of steel roller shelving are completely occupied by bound volumes, but space is available for new shelving. These records comprise 90% of the records of the auditor; all the records of the commissioners, the county council, the board of finance, the board of tax adjustment and the highway supervisor; and 50% of the records of the board of review. The other 10% of the treasurer's records are in the basement storage room.

Assessor

On the east side of the first floor, between the offices of the commissioners and the recorder, is the assessor's office, a room 21' by 14' by 12', well lighted, clean, and well ventilated. It has concrete flooring and plaster walls and ceiling and furnishes users of the records with adequate accommodations. On 120' of steel shelving are 110' of bound volumes--90% of the assessor's records and 50% of the records of the board of review--thus allowing 10' of expansion before construction of additional shelving becomes necessary. The remaining 10% of the assessor's records are housed in the basement storage room.

Board of Review

Fifty-per cent of the records of the board of review are housed in the auditor's office, and 50% in the assessor's office (q. v., supra).

Board of Tax Adjustment

Records of the board of tax adjustment are kept in the auditor's office (q. v., supra).

Board of Finance

All records of the board of finance likewise are kept in the auditor's office (q. v., supra).

Treasurer

The treasurer's office, on the west side of the second floor, measures 42' by 32' by 12', and has concrete floors and plaster walls and ceilings. This large office is well lighted and ventilated, and is equipped with 20' of steel roller shelving. The records, 30' of bound volumes, are housed on the shelves and on a desk, and additional shelving, which is needed, can be installed. This office houses 90% of the treasurer's records, 10% being in the basement storage room. Users of the records are furnished with excellent accommodations.

Board of Education

The records of the board of education are kept by the superintendent of schools (q. v., infra).

Superintendent of Schools

The office of the superintendent of schools occupies two rooms on the north side of the third floor. Both rooms have concrete floors, plaster walls, and plaster ceilings, and are well ventilated, well lighted, and clean; excellent accommodations for users of the records are provided in the office and good accommodations in the workroom. The office, measuring 63' by 23' by 12', houses 10' of bound volumes on wooden shelving, leaving 8' of shelving unoccupied. The workroom, 9' square, is equipped with steel shelving and houses 4' of bound volumes and 8' of unbound records in file boxes 10" deep; there is no space for expansion. These records comprise all the records of the superintendent of schools and the board of education.

Health Commissioner

The office of the health commissioner is located in the residence of the incumbent, Dr. Buxton, at 117 South Fourth Street, Rockport, Indiana. The room is in good condition and contains $4\frac{1}{2}$ ' of bound volumes in a chest, which comprise 50% of the health commissioner's records. The other 50% are housed in the recorder's office.

Board of Public Welfare

The office of the board of public welfare, on the first floor of the courthouse, is a moderately sized room, clean, well ventilated, and well lighted. This office has concrete flooring and plaster walls and ceiling, but provides poor accommodations for users of the records. Records housed here consist of 11' of bound volumes stacked on tables and 16' of unbound records in a filing cabinet. Space is available for

the installation of shelving. All the records of the board of public welfare are here.

Surveyor

A main office and workroom on the east side of the first floor are occupied by the surveyor. Measuring 10' by 10' by 12', both rooms have concrete floors and plaster walls and ceilings, and are well ventilated and well lighted. The office houses 2' of bound volumes on 4' of wooden shelving; the workroom houses 4' of unbound maps; these comprise all the surveyor's records. Satisfactory accommodations for users of the records are provided in both offices.

Highway Supervisor

Records of the highway supervisor are housed in the auditor's office (q. v., supra).

Agricultural Agent

On the north side of the first floor is an office 16' by 12' by 10', well lighted and well ventilated, occupied by the agricultural agent. It is constructed with a concrete floor, plaster walls, and plaster ceiling, and is equipped with 15' of shelving, on which are 10' of unbound records in file boxes 24" deep. All the records of the agricultural agent are housed in this office, which furnishes satisfactory accommodations for users of the records.

Storage Room

A small room, 12' by 10' by 10', in the basement, is used for the storage of records. The flooring and walls of the room are concrete, and

ventilation and lighting conditions are good, with but slight dampness present. Wooden shelving houses 200' of bound volumes and 300' of unbound records in file boxes 10" deep, which completely fill the present shelving; however, there is space in which additional shelving can be installed. Excellent accommodations are provided for users of these records, which comprise 10% each of the records of the auditor, the assessor, and the treasurer, and 5% of the records of the clerk.

Review

Housing conditions, on the whole, are very satisfactory in Spencer County. However, the installation of shelving in the offices listed below would improve the housing conditions greatly--so far, in fact, that no further criticism could justly be given.

Shelving in the quantities indicated is needed in the following offices: the auditor's office, 20'; the treasurer's office, 20'; the assessor's office, 20'-30'; the office of the superintendent of schools, 20'; the office of the board of public welfare, 35'; and the basement storage room an amount of shelving which would allow room for expansion in the records of each office housed there. With these improvements, the housing of Spencer County records would meet the highest standards.

The style Manual of the United States Government Printing Office is the authority followed herein.

alph.	alphabetical or alphabetically
Ann.	Annotated
art.	article
arr.	arranged
aver.	average
bdl.	bundle
Bldg.	Building
ch.	chapter
chron.	chronological or chronologically
C. C.	County Courthouse
Const.	Constitution
hdw.	handwritten
ib., ibid.	ibidem (same reference as that immediately foregoing)
Ind.	Indiana
infra	below
NE.	Northeast
no., nos.	number, numbers
NW.	Northwest
off.	office
p., pp.	page, pages
q. v.	which see
Rev. Stat.	Revised Statutes

rm.	room
Sec.	Section
SE.	Southeast
stg.	storage
SW.	Southwest
supra	above
twp.	township
U. S.	United States
vol., vols.	volume, volumes
vt.	vault

Other abbreviations occasionally used will be obvious from the context.

Explanation to Inventory

The inventory of the records of each bureau is preceded by an explanatory section, giving legal status and functions of each.

Each entry has two parts, or paragraphs: Title and description. Occasionally an entry will have a cross-reference paragraph.

I. The title consists of:

1. Entry number. The entries are numbered consecutively within the county.
2. Titles in capitals, enclosed in parentheses, are supplied by the Historical Records Survey, because either the volume or file has no title or an incorrect title. Words in capitals and lower case, enclosed in parentheses, are supplementary to the title, where it is necessary to explain the type of records more fully.
3. Period covered by the record, showing beginning and ending dates. A dash in place of an ending date denotes a continuous open record.

4. Quantity.

5. Markings, if a series or a part of a series. Where the entry consists of one volume or of vol. 1 only, the marking is omitted.

6. Variation in numbering.

7. Missing volumes.

8. Variations in title.

II. The description consists of:

1. A complete description of the record, its contents, and its purpose, with a resume of the column headings or subjects treated.

2. Method of indexing or arrangement.

3. Nature of recording.

4. Condition. Unless good or excellent, in which case, it is omitted.

5. Number of pages, averaged for a series.

6. Size, averaged for a series, is given in inches unless otherwise specified; hence the inch sign is omitted.

7. Location.

III. Cross references made to other entries.

1. For records which have a separate index.

2. For records having earlier or later recordings under a different title or type of record.

3. For records for which additional information may be found in other entries.

The board of commissioners is a statutory body comprising three members elected for a term of three years. Elections are so arranged that one member shall retire each year. The county is divided into three districts from each of which one member must be elected by all the voters in the county. (1 Ind. Rev. Stat. 1852; Acts 1929; Sec. 26-601, 26-602, 26-603, Burns' Ind. Stat. Ann. 1933.)

Spencer County has had a board of commissioners from its creation, as provided for in the Constitution of 1816 and the Constitution of 1851. The inception date of this office in Spencer County is 1816. All records of this office are located in the courthouse unless otherwise stated.

The board was intended to be the administrative and executive head of the county. Its powers were extensive and often abused. In 1899 the county council (q. v.) was created as a check upon the commissioners in fiscal matters. (Acts 1899; Sec. 26-501, 26-515, 26-529, 26-532, 26-575, Burns' Ind. Stat. Ann. 1933.)

The board of commissioners is a corporate body with powers to sue and be sued, and possessing duties, rights, and powers incident to corporations (1 Ind. Rev. Stat. 1852; Sec. 26-606, Burns' Ind. Stat. Ann. 1933). It meets in regular session every month on the first Monday and in special sessions as called by the county auditor, its ex-officio clerk (Acts 1863; Sec. 26-607, Burns' Ind. Stat. Ann. 1933.)

Its principal functions are; Control of county property, allowance of claims against county. (1 Ind. Rev. Stat. 1852; Sec. 26-620,

Burns' Ind. Stat. Ann. 1933), letting of county contracts, supervision of contracts of maintenance of roads and bridges (Acts 1905; Soc. 36-1301, Burns' Ind. Stat. Ann. 1933), and the preparation of annual budget estimates. (Acts 1899; Sec. 26-516, Burns' Ind. Stat. Ann. 1933). It appoints many county officials and exercises the right of eminent domain (Acts 1899; Sec. 26-2101 to 26-2106, Burns' Ind. Stat. Ann. 1933). Other powers, in specific instances, have been conferred upon the board by the legislature; chiefly, abolition or change of township or precinct boundary lines (Acts 1859; Sec. 26-701, Burns' Ind. Stat. Ann. 1933), establishment of library (1 Ind. Rev. Stat. Sec. 41,5021, Burns' Ind. Stat. Ann. 1933) and hospitals (Acts 1903; Sec. 22-3201, Burns' Ind. Stat. Ann. 1933), payment of bounties, offering of rewards (Acts 1875; Soc. 26-1101, Burns' Ind. Stat. Ann. 1933), and aid to war veterans.

The commissioners, by virtue of their office, were constituted a board of turnpike directors, by an act of 1879, for the management and control of all free turnpikes in the county. Each director had personal supervision of one district. Their powers are to appoint suitable persons to supervise the work of repairs; contract for labor and materials; enter upon lands to take gravel, and to give certificates of payment; and to appoint a clerk of the board (Acts 1879, p. 226). An act of 1905 made the county auditor the clerk of the board. (Acts 1905, pp. 521-579.)

This board was abolished in 1913, and the highways were placed in charge of a superintendent of highways appointed by the commissioners. (Acts 1913, ch. 330, sec. 1, p. 877.)

The office was likewise abolished twenty years later, and super-

vision of highways was transferred to the surveyor (q. v.), in case the commissioners have not appointed a highway supervisor (q. v.). (Acts 1933; Sec. 36-1101 to 36-1109, Burns' Ind. Stat. Ann. 1933.)

Court Proceedings

1. COMMISSIONER'S RECORD, 1858--. 30 vols. (B-Z, A1-A5). Vol. A, prior to 1858, missing.

Record of transactions, showing appointments, grants, public auctions, sales, petitions and applications. Indexed alpa. by title of subject. 1858-1920, hdw.; 1920--, typed. 600 pp. 16 x 13 x 2. Auditor's off.

2. ESTIMATES OF COUNTY COMMISSIONER, 1930--. 1 file box.

Record of estimator, for various classes of improvements, showing date, names of estimators, and subjects considered. No index. 16 x 10 x 2½. Auditor's off.

3. COMMISSIONER'S ESTIMATE OF EXPENSES, 1921--. 1 file box.

Record of estimate of county's yearly budget, showing estimated account of money, to carry on public business for coming year. Arr. chron. 16 x 12 x 5. Auditor's off.

4. BUILDINGS BURNED, 1921-27. 1 file box.

Record of all county buildings burned, showing name of building, date burned, and estimated loss. No index. 16 x 12 x 5. Auditor's off.

5. ORDINANCE, 1929--. 1 file box.

Copies of ordinances passed by county commissioners, showing date, kind of ordinance, why necessary, members voting, and full particulars. No index. 16 x 10 x 2½. Auditor's off.

Court Proceedings(continued)

6. NEW COURTHOUSE PAPERS AND VOTING MACHINE PAPERS, 1930--. 1 file box.

Papers pertaining to present courthouse and present voting machines. No index. 16 x 12 x 5. Auditor's off.

7. COURTHOUSE PAPERS, not dated. 1 file box.

Miscellaneous papers pertaining to courthouse. No index. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

8. SPECIFICATIONS FOR PUBLIC PRINTING, 1927--. 1 file box.

Specifications for printing forms, to be used by county officials, showing size, kind, and description of form to be used. No index. 16 x 12 x 5. Auditor's off.

9. ENGINEER'S AND SUPERINTENDENT'S REPORTS, not dated. 1 file box.

Engineer's and superintendent's reports on county work under their supervision. No index. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

10. OATHS OF ENGINEERS AND VIEWERS, 1923--. 1 file box.

Record of oaths sworn to, and given to engineers, and viewers, showing name of engineer or viewer, and date of oath. Arr. chron. 16 x 12 x 5. Auditor's off.

11. ENGINEER AND VIEWER'S ESTIMATE, not dated. 1 file box.

Estimates made by engineer and viewer on county work to be done. No index. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

12. ENGINEER'S ESTIMATES, not dated. 1 file box.

Record of engineer's estimates on county work to be done. No index. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

Court Proceedings(continued)

13. COUNTY OFFICER'S ESTIMATES, not dated. 1 file box.

County officer's estimates of improvements, and costs for their respective offices. No index. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

14. HIGHWAY SUPERINTENDENT REPORTS, not dated. 1 file box.

Reports on highways made by highway superintendent to the commissioners.

No index. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off. **1417716**

15. SUPPLIES, COUNTY INFIRMARY, not dated. 1 file box.

List and record of supplies issued to county infirmary. No index.

16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

16. ORPHANS HOME REPORTS, 1925--. 1 file box.

Reports made by trustees of orphanic home, showing expenditures, for what purpose, and recommendations. No index. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

17. INSANITY INQUESTS, 1922--. 1 file box. .

Inquests held to determine the insanity of persons, showing name of person, date of inquest, by whom, and condition of patient. Arr. chron. 16 x 12 x 5. Auditor's off.

For court records, see entry 23.

18. EPILEPTIC INQUEST, 1921--. 1 file box.

Record of inquests held to determine condition of epileptics, showing name of person, date of inquest, by whom, and condition of patient. Arr. chron. 16 x 12 x 5. Auditor's off.

19. RILEY HOSPITAL, 1921--. 1 file box.

Papers and reports on Riley hospital, applicants and entrants, showing

Court Proceedings(continued)

name of applicant, age, address, parent's or guardian's name, kind of application, how long standing, date of application, and entry. Arr. chron. 16 x 12 x 5. Auditor's off.

See also entry 84.

20. OATHS, 1926--. 1 file box.

Oaths of various county officials, deputies and other persons holding county offices. No index. 16 x 12 x 5. Auditor's off.

Petitions

21. CLAIMS AND PETITIONS DISMISSED, 1921--. 1 file box.

Claims against county, and petitions that were dismissed, showing nature and amount of claim or petition, reason for dismissal, and how disposed. Arr. chron. 16 x 12 x 5. Auditor's off.

22. OHIO RIVER BRIDGE, 1931--. 1 file box.

Record of petitions and estimates for bridge across the Ohio River at Rockport. Arr. chron. 16 x 12 x 5. Auditor's off.

Claims and Allowances

23. COMMISSIONER'S CLAIM AND ALLOWANCE RECORD, 1919--. 6 vols.

Minutes of meetings, showing dates, subjects treated, final disposition of subjects, and list of claims allowed. Arr. chron. Bdw. 320 pr. 16 x 14 x 3. Auditor's off.

24. COMMISSIONER'S CLAIMS, 1921--. 1 file box.

Claims filed, showing kind of claim, amount, and for what purpose. Arr. chron. 16 x 12 x 5. Auditor's off.

Court Proceedings--Claims and Allowances(continued)

25. DAMAGES, 1935--. 1 file box.

Reports of damages, claims filed against county, and claims allowed, showing no., date, to whom allowed, amount, amount claimed, and warrant no. Arr. chron. 16 x 12 x 5. Auditor's off.

26. TOWNSHIP POOR ACCOUNTS AND SALE OF POOR BONDS, 1896--. 2 vols.

Record of persons who have received relief, showing date, kind of relief, vendors name, amount, why dependent, age, color, no. in family; county poor bonds, showing date, receipt of warrant, memoranda, folio, disbursements, receipts, balance, amount of bond, series, denomination, notice to taxpayers, order of board of commissioners authorized by county council, and finding of board of commissioners. Arr. chron. Hdw. on printed form. 300 pp. 16 x 10 x 2. Auditor's off.

27. COMMISSIONER'S ALLOWANCE (POOR), 1933--. 1 file box.

Record of appropriations for upkeep and maintenance of county infirmary, showing all expenses for the institution's obligations for year. Arr. chron. 16 x 12 x 5. Auditor's off.

28. RECORD OF OLD AGE PENSION APPLICATIONS, 1933--. 1 vol.

Record of old age pension applications, showing name, address, sex, date and place of birth, single, married, native, no. of children, circumstances, property value, applicant's signature, date, notary's signature, date, and time pension expires. No index. Hdw. on printed form. 300 pp. 16 x 13 x 3. Auditor's off.

For other records, see entries 29, 261-266.

Court Proceedings--Claims and Allowances(continued)

29. OLD AGE PENSIONS (REJECTED AND GRANTED APPLICATIONS), 1934--.

1 file box.

Record of old age pension applications, rejected and granted, showing name, date of birth, color, nationality, married, reason for any rejections, single, no. in family, address, and State. Arr. chron. 16 x 12 x 5. Auditor's off.

For other records, see entries 28, 261-268.

30. SOLDIERS' BURIALS, not dated. 1 file box.

Record of State funds paid through county auditor for soldiers burials, showing date of death, name, and where buried. No index. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

See also entries 140-147.

51. SHERIFF'S ALLOWANCES FOR CONVEYING PRISONERS, 1923--. 1 file box.

Record of allowances for conveying prisoners to State prisons, showing no. of prisoners, names, amount allowed per person, and total amount. Arr. chron. 16 x 12 x 5. Auditor's off.

32. ASSESSOR'S CLAIMS, not dated. 1 file box.

Record of county assessor's claims, filed with auditor, to pay expenses of his office, showing date, and amount. No index. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

33. COUNTY AGENT'S CLAIMS, 1921--. 1 file box.

Record of agricultural agent's claims on his appropriation in auditor's office, showing no. and date of claim, amount, and for what purpose. Arr. chron. 16 x 12 x 5. Auditor's off.

Court Proceedings--Claims and Allowances (continued)

34. INHERITANCE TAX APPRAISER'S FEES, 1933--. 1 file box.

Record of inheritance tax appraiser's fees for assessing inheritances, showing amount of estate, and amount of tax due State. No index. 16 x 12 x 5. Auditor's off.

Bids and Contracts

35. BIDDER'S RECORD, 1903--. 2 vols. (1-1).

Record of bids that were approved and granted, showing description, date opened, notice given, name of paper, contract order, page, requisition, and item nos., quantity, unit, unit price bid, names of accepted bidders, date of purchase order, and reason for rejecting any bid. Indexed alph. by name of bidder. Wm. on printed form. 200 pp. 15 x 14 x 2. Auditor's off.

36. BIDS AND CONTRACTS, 1920--. 1 file box.

County bids for road, bridge, drainage, buildings, and other county work. No index. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

37. STATE HIGHWAY CONTRACTS, 1931--. 1 file box.

Record of contracts let for repair of State highways, showing contractor's name, kind of repair work, amount of expense, amount of bond, and dates. No index. 16 x 12 x 5. Auditor's off.

38. CONTRACTOR'S BONDS, 1921--. 1 file box.

Contractor's bonds on county projects, showing amount of bond, and conditions of contract. No index. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

Court Proceedings--Bids and Contracts(continued)

39. INSURANCE POLICIES, 1927--. 1 file box.

Insurance policies on all county buildings, showing date issued, length of issue, and date of expiration. No index. 16 x 12 x 5. Auditor's off.

40. BONDS AND COUPONS, 1926--. 1 file box.

County bonds that have been redeemed, with detachable coupons, and dates of issue and redemption. No index. 16 x 12 x 5. Auditor's off.

41. DRAIN BONDS AND COUPONS AND PAPERS, 1925-28. 1 file box.

Record of bonds issued for construction of drains, showing coupons redeemed, and papers pertaining to bond issue. No index. 16 x 12 x 5. Auditor's off.

Roads, Bridges, and Ditches

42. RIGHT OF WAY GRANTS, 1927--. 1 file box.

Record of grants for right of way for traction lines, showing land owners and traction company's name, and date of grant. No index. 16 x 12 x 5. Auditor's off.

43. ORDER TO OPEN ROAD, 1921--. 1 file box.

Record of orders approving the opening of county roads to public, showing name and length of road, and date to be opened. No index. 16 x 10 x 2 1/2. Auditor's off.

44. ROCK ROADS, 1923-30. 1 file box.

Documents pertaining to county rock roads, showing name and location of road. No index. 16 x 12 x 5. Auditor's off.

Court Proceedings--Roads, Bridges, and Ditches (continued)

45. COUNTY LINE ROADS, 1921--. 1 file box.

Record of roads that form county boundaries, showing name and location of road, and action of boundary formed by each road. No index.

16 x 12 x 5. Auditor's off.

46. ROADS UNDER THREE MILE LAW, 1920--. 1 file box.

Record of roads to be made under the three mile law, which is now under moratorium. No index. 16 x 12 x 5. Auditor's off.

47. ROAD REVIEWER'S STATEMENT FOR BIDDERS, 1920--. 1 file box.

Record of statements made by persons reviewing condition of roads preparatory for making of bids, showing repairing, grading, or graveling of roads.

No index. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

48. COUNTY BRIDGES, 1921--. 1 file box.

Record of county bridges, showing location of bridge, now or repaired, cost, by whom work was done, and date. No index. 16 x 12 x 5. Auditor's off.

49. BRIDGE SUPERINTENDENT, not dated. 1 file box.

Reports of bridge superintendent, on construction, progress of work being done. No index. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

In 1899 the legislature created the county council. This council consists of seven members who are elected for a term of four years. One member is elected from each councilmanic district by the district and three members are elected at large from the county. The council elects its own president and county auditor acts as its clerk. The county sheriff is required to execute the orders of the council. (Acts 1899; Burns' Ind. Stat. Ann. 1933, 26-509, 26-515, 26-516, 26-532.) The inception date of this board in Spencer county is 1878. All of the records of this office are located in the courthouse unless other wise stated.

The power of fixing the tax rate where it is not fixed by law, is vested in the council, as well as the power of making appropriations of money to be paid out of the county treasury (Acts 1899; Burns' 1933 Stat., 26-515.)

The council passes on all budget estimates submitted by county officials (Acts 1899; Burns' 1933 Stat., 26-520), as well as emergency appropriations (Acts 1899, 1907, 1913; Burns' Ind. Stat. Ann. 1933, 26-521).

The council has the exclusive power to authorize the borrowing of money for the county and the issuing of bonds (Acts 1899; 1921, 1929; Burns' Ind. Stat. Ann. 1933, 26-532). No sale or purchase by the county of real estate of the value of \$1,000 or more shall take place without authorization of the Council (Acts 1899; Burns' Ind. Stat. Ann. 1933, 26-534).

50. COUNTY COUNCIL RECORDS, 1895--. 1 vol.

Record of proceedings of meetings of board of county councilmen, showing date, names of members, and remarks. Arr. chron. Hdw. and typed. 635 pp. 18 x 12 x 3. Auditor's off.

51. ADDITIONAL APPROPRIATIONS OF STATE TAX BOARD, 1924--. 1 file box.

Record of additional appropriation by State tax board, showing date, and amount of appropriation. Arr. chron. 18 x 12 x 5. Auditor's off.

52. NOTICE- COUNTY COUNCIL- DOG FUND, not dated. 1 file box.

Reports made to the county council, regarding fund from dog tax, showing amount of taxes collected and not collected. No index. 18 x 10 x 2 $\frac{1}{2}$. Auditor's off.

53. CONTINUED CLAIMS TO BE REFERRED TO COUNCIL, 1881--.

1 file box.

Record of claims still pending, which are to be referred to county council for judgment, showing kind of claim, for what purpose, and amount. Arr. chron. 18 x 12 x 5. Auditor's off.

III CLERK

44

The clerk of the circuit court, commonly referred to as "county clerk" is a constitutional officer, elected for a four-year term, and not entitled to hold office more than eight years of any twelve-year period. (Indiana Const., art. 6, sec. 2; Burns' Ind. Stat. Ann. 1933, 49-2701.) The inception date of this office in Spencer County is 1818. All records of this office are located in the courthouse unless otherwise stated.

Elected as clerk of the circuit court, the incumbent of the office also serves, by statutory provisions, as clerk of any and all county courts and as such is required to keep a set of dockets and records for all courts.

In addition to his court duties, numerous other duties are imposed upon the clerk by statute. He serves ex-officio as registration officer for the county and as a member of the various county election boards. In discharging his election duties he is required to keep records of all elections in the county, issue certificates of election to successful candidates, and act as clerk to the commissioners appointed by the circuit court to make a recount in contested elections.

Other important duties of the clerk are the issuance of marriage, physicians, dentists, optometry, veterinary, and nurses' licenses; the issuance of permits to carry firearms, hunting, trapping, and fishing licenses, and business licenses such as poultry dealers, junk dealers, and petty money lenders. He approves the bonds of county officers, and of firm and partnership certificates, insurance agents' certificates, and also records many legal instruments.

Elections

Returns

54. ELECTION RECORD, 1857--. 3 vols. (A,1-2).

Record of election returns, showing name of candidates, workers, politics, voters, and no. of precincts and tups. Arr. chron. Hdw. 400 pp. 13 x 12 x 3. Clerk's off.

55. ELECTION RETURNS, 1924--. 1 box.

General election returns, showing officials elected, kind of politics, and majority. No index. 10 x 14 x 5. Clerk's off.

Official Bonds
(See also entries 220-229)

County

56. OFFICIAL BOND, 1853--. 2 vols. (A-B).

Record of officials bonds, showing date, name of official, attorney, clerk and witness, and amount of bond. Arr. chron. 1853-1914, Hdw.; 1915--, typed. 500 pp. 14 x 12 x 2. Clerk's off.

57. COMMISSIONERS' BONDS, 1893--. 1 vol.

Record of commissioners' bonds, showing name of person bonded, bondsman, and clerk, obligation, and amount of bond. Indexed alpn. by name of commissioner. Hdw. 500 pp. 12 x 10 x 2. Clerk's off.

58. JUSTICE AND CONSTABLE BONDS, 1865-1924. 3 vols. (1,1-2).

Record of justices and constables bonds, showing date, name of person bonded, bondsman, and clerk, obligation, and amount of bond. Indexed alpn. by name of person bonded. Hdw. 300 pp. 13 x 12 x 2. Clerk's off.

Official Bonds--Bonds (continued)

59. NOTARIAL BOND RECORD, 1879--. 2 vols. (1-2).

Record of notarial bonds, showing date, names of persons bonded, bondsmen, and clerk, obligation, and amount of bond, indexed alpha. by name of applicant. Hdw. 475 pp. 18 x 12 x 3. Clerk's off.

Licenses
(See also entries 217-218)

Marriage

(See also entry 259)

60. MARRIAGE RECORDS, 1816--. 31 vols. (1-18, 1-18).

Record of marriage licenses, showing date, names of applicants, father and mother, residence, occupation, color, and date of birth. Indexed alpha. by name of groom. Hdw. 600 pp. 24 x 16 x 3. Clerk's off.

61. MARRIAGE AFFIDAVITS, 1864-1869. 4 vols. (1, 1-3).

Record of affidavits preceding marriages, showing date, name of affidavit, residence, age, and remarks. Arr. alpha. by name of male affiant. Hdw. 500 pp. 24 x 16 x 3. Clerk's off.

For earlier and later records, see entry 60.

62. (MARRIAGE RECORD RETURNS), 1838--. 105 file boxes. (1-66, 1-59), 1863, 66, 67, 71, 72, 75-78, 81, missing.

Marriage license returns, showing date, name, male or female, father, mother, color, residence, occupation, and place of birth. No index. 10 x 5 x 4 $\frac{1}{2}$. Basement stg. rm.

Licenses(continued)Professional

63. PHYSICIAN'S LICENSES, 1835--. 1 vol.

Record of physician's license, showing date, name, authorization to practice, date of diploma, and name of medical college. Indexed alph. by name of physician. Hdw. 285 pp. 13 x 12 x 2. Clerk's off.

64. PHYSICIAN'S CERTIFICATES, 1923--. 1 file box.

Physician's certificates, showing date, name, qualifications, license to practice, education, degree, and name of witnesses. Arr. alph. by name of physician. 12 x 10 x 5. Clerk's off.

65. DENTISTRY LICENSE RECORD, 1890--. 1 vol.

Record of dentist's licenses, showing date, name, address, age, and place of birth. Indexed alph. by name of dentist. Hdw. 100 pp. 13 x 10 x 1. Clerk's off.

Business

66. RECORD OF POULTRY DEALER'S LICENSES, 1917--. 2 vols. (1-2).

Record of poultry dealer's license, showing date, name, address, and name of clerk. Indexed alph. by name of dealer. Hdw. 75 pp. 14 x 10 x $\frac{1}{2}$. Clerk's off.

67. JUNK DEALER'S LICENSE, 1905--. 1 vol.

Record of junk dealer's license, showing date, name, firm, address, and name of clerk. Indexed alph. by name of dealer. Hdw. on printed form. 75 pp. 14 x 10 x 1. Clerk's off.

Licenses--Business(continued)

68. APPLICATION FOR SIRE'S LICENSE, 1889-1913. 1 vol.

Record of application for sire's license, showing date, name of owner, sire, dam, birth, description, breed, and pedigree. Indexed alph. by name of owner. Hdw. on printed form. 312 pp. 18 x 12 x 2. Clerk's off.

Certificates

Professional

69. REGISTER OF TRAINED NURSES, 1922--. 1 vol.

Record of nurses' certificates, showing date, name, address, examination, and registration. Arr. chron. Hdw. on printed form. 100 pp. 10 x 7 x 1. Clerk's off.

Business

70. APPLICATION FOR PERMIT TO CARRY FIREARMS, 1923--. 1 file box.

Application for permit to carry firearms, showing date, name of applicant, and reason for permit. No index. 12 x 10 x 5. Clerk's off.

71. RECORD OF FIREARMS PERMITS, 1925--. 1 vol.

Record of firearms permits, showing date, name, address, reason for permit, and description of applicant and gun. Arr. chron. Hdw. on printed form. 60 pp. 12 x 10 x 1. Clerk's off.

72. PATENT RIGHT RECORD, 1889--. 1 vol.

Record of patent rights, showing date, name of patentee, and patent,

Certificates--Business(continued)

kind, no., to whom issued, and date of letters. Indexed alph. by name of applicant. Hdw. on printed form. 285 pp. 16 x 11 x 1 $\frac{1}{2}$. Clerk's off.

Receipts and Disbursements

73. CLERK'S DAILY RECEIPTS AND CASH STATEMENT, 1915--. 3 vols.
(1-6, 12-13). Vols. 7-11, 1920-23, missing.

Record of the clerk's daily cash, showing date, name of depositories, daily receipts, disbursements, and balance. No index. Hdw. on printed form. 300 pp. 12 x 10 x 3. 6 vols., 1915-20, basement stg. rm.; 2 vols., 1923--., clerk's off.

74. CASH BOOK, 1865--. 6 vols. (2, 1-3, and 2 vols. not numbered).

Variation, CASH RECEIPTS.

Record of cash received and disbursed, showing date, cost, fees due county, kind, daily deposits, checks issued, and balance. Arr. chron. Hdw. on printed form. 250 pp. 16 x 12 x 2. 3 vols., 1865-1922, basement stg. rm.; 3 vols., 1926--., clerk's off.

75. CANCELLED CHECKS AND STUBS, 1921--. 2 boxes.

Cancelled checks and stubs, showing date, amount, to whom issued, and for what issued. Arr. chron. 12 x 10 x 5. Clerk's off.

IV CIRCUIT COURT

The circuit court is authorized by the Indiana Constitution (Indiana Const., Art. 7, Sec. 11). The seventieth circuit comprises Perry and Spencer Counties. The inception date of this court in Spencer County is 1818. All records of this court are located in the courthouse unless otherwise stated.

The judge of the circuit court is elected by the people and the term of office is six years. The court has jurisdiction of law, equity, criminal cases, and settlement of decedent's estates, and of guardianships. It has appellate jurisdiction in certain cases from justice of peace courts. (Acts 1881; Sec. 4-303, Burns' Ind. Stat. Ann. 1953.)

Change of Venue
(See also entries 171-173)

76. CHANGE OF VENUE, 1908--. 2 file boxes.

Change of venue cases, showing parties involved, case no., from what county, total cost per day, and clerk's name. Arr. cover. 11 x 6 x 4. Basement stg. rm.

Civil and Criminal Causes

77. CIVIL COURT CASES (DISPOSED), 1837--. 571 file boxes.

Papers pertaining to disposed of civil cases, showing case no., kind of case, parties involved, trial date, proceedings, presiding judge, kind and date of judgment, and date of final execution. No index. Adv. on printed form. 7 x 5 x 11. 522 file boxes, 1837-1930, basement stg. rm.; 49 file boxes, 1930--, clerk's off.

Civil and Criminal Causes(continued)

78. MISCELLANEOUS PAPERS (OLD CIVIL SUITS), 1923--. 1 file box.

Miscellaneous papers and documents pertaining to old civil suits.

No index. 10 x 5 x 12. Clerk's off.

79. CRIMINAL, 1920--. 8 file boxes. (1-8).

Documents pertaining to criminal cases tried, showing dates, names of plaintiff and defendant, and decision. Arr. chron. 10 x 5 x 12. Clerk's off.

80. FILE CABINET INDEX, 1906--. 2 vols.

Index to file boxes, showing civil, criminal, and probate records. Arr. alph. by defendant and plaintiff. Hdw. 350 pp. 18 x 12 x 3. 1 vol., basement stg. rm., 1 vol., clerk's off.

81. APPOINTMENTS AND OATH OF JUDGES, 1919--. 1 file box.

Documents, showing appointments of special judges, and their signed oath of office. No index. 10 x 5 x 12. Clerk's off.

82. SURETY FOR COSTS, 1921--. 2 file boxes.

Papers pertaining to surety for court costs, showing sureties name, court, case no., party bonded, date, and amount. Arr. chron. 11 x 6 x 4.

Basement stg. rm.

83. INSANE PROCEEDINGS, 1924--. 1 file box.

Papers pertaining to proceedings and charges brought to determine insanity, showing reasons for incarceration in asylums, dates and physicians and patients names. No index. 10 x 5 x 9. Clerk's off.

For cost records, see entry 17.

Civil and Criminal Causes(continued)

84. RILEY HOSPITAL ENTRANTS, 1934--. 1 file box.

Paper pertaining to entrants to Riley Hospital, showing child's name, parents, age, birthplace, affliction, and cause. No index. 10 x 5 x 12. Clerk's off.

See also entry 19.

85. JAIL INSTITUTIONS RECORDS, 1932--. 1 file box.

Record of county entrants to penal institutions, showing names, cause, fees, fines, and dates. No index. 10 x 5 x 9. Clerk's off.

86. DRAINAGE RECORDS, 1929--. 5 file boxes.

Record of county drains, sewers, and ditches, showing date cleaned, and names of persons assessed for their upkeep. No index. 10 x 5 x 12. Clerk's off.

See also entry 275.

87. SUPREME AND APPELLATE COURT, 1924--. 1 file box.

Documents pertaining to pending supreme and appellate court cases. No index. 10 x 5 x 12. Clerk's off.

88. INDICTMENT RECORDS, 1862--. 8 vols. (4-6, and 5 vols. not numbered).

Record of indictments, showing State, dependent, cause no., indictment, and prosecuting attorney's name. Arr. chron. Hdw. on printed form. Condition fair. 300 pp. 16 x 10 x 3. 5 vols., 1862-83, basement stg. rm.; 3 vols., 1889--, clerk's off.

89. RECOGNIZANCE BONDS, 1883--. 5 vols. (1-5).

Record of recognizance bonds, showing State, county, defendant's, bondsman's,

Civil and Criminal Causes(continued)

and judge's name, cause no., amount of appearance bond, date, and length of time. Indexed alph. by name of defendant. Hdw. 275 pp. 14 x 10 x 2. Clerk's off.

See also entry 153.

90. NATURALIZATION INTENTIONS, 1852-54, 1 vol.

Record of persons filing intentions to become naturalized citizens of U. S., showing date, name of court, clerk's name, name of alien, age, native country, embarkment place, arrival place, date, intentions, renunciation of native land, and signature of alien. Arr. carbon. Hdw. 150 pp. 14 x 8 x 1 $\frac{1}{2}$. Clerk's off.

Court Proceedings

(See also entries 115-117)

91. ENTRY, ISSUE DOCKET, FEE BOOK, 1921--. 9 vols. (28-36).

Record of court cases, showing litigants, writs issued to sheriff, and fees. Indexed alph. by name of defendant. Hdw. 300 pp. 24 x 16 x 3. Clerk's off.

92. JUDGE'S DOCKET CIVIL AND CRIMINAL, 1896--. 9 vols.

Record of cases tried before a judge, showing name of plaintiff and defendant, date, kind of case, and court findings. Arr. carbon. Hdw. Condition poor. 267 pp. 15 x 11 x 3. 7 vols., 1896-1913, baserent stg. rm.; 2 vols., 1913--, clerk's off.

93. COURT DOCKET, CIRCUIT COURT, 1856--. 14 vols.

Record of proceedings of the court, showing case no., name of plaintiff, defendant, and parties, action, when filed, pleadings, sheriff's return,

Civil and Criminal Causes--Court Proceedings(continued)

and proceedings of court. Arr. numerically by case no. Hdw. on printed form. 400 pp. 16 x 12 x 3. 6 vols., 1856-1890, basement stg. rm.; 8 vols., 1891--., clerk's off.

94. DRAINAGE RECORDS, 1881--. 5 vols. (1-5).

Record of repair and upkeep of drainage ditches, showing date, court orders, approved assessment, drainage commissioner's report, stations, depth of cut, and no. cubic yards. Indexed alph. by name of property owner. 1881-1909, hdw.; 1910--., typed. 600 pp. 16 x 12 x 3. Clerk's off.

95. JUDGMENT DOCKET, 1833--. 7 vols. (2, and 6 vols. not numbered).

Record of persons against whom judgment is rendered, showing name, firm, date, case no., parties, date of judgment, amount, and receipt of satisfaction. Arr. chron. Hdw. on printed form. 300 pp. 16 x 10 x 3. 3 vols., 1833-1876, basement stg. rm.; 4 vols., 1877--., clerk's off.

96. COMPLETE RECORD BOOK, CIRCUIT COURT, 1854-1860. 8 vols. (1-8).

Record of all cases tried in probate and circuit court, showing cause, kind of action, parties in action, clerk's fees, and receipts. Indexed alph. by name of defendant. Hdw. 400 pp. 24 x 16 x 3. Clerk's off.

Executions

(See also entries 148-159)

97. EXECUTION DOCKET-CIRCUIT COURT, 1834--. 12 vols. (1-3, 1-7, 9-10).

Vol. 8, 1904-9, missing.

Record of orders from court to execute judgments, showing executions, issue date, no., date of judgment, order book, judgment docket, fee book,

Civil and Criminal Causes--Executions(continued)

names of plaintiff and defendant, amount of judgment, and costs, date issued to sheriff, and sheriff's return on writ. Arr. alph. by name of plaintiff. 1834-1922, hdw.; 1922--, typed. 300 pp. 18 x 12 x 3. Clerk's off.

98. EXECUTIONS, 1927--. 1 file box.

Papers pertaining to court cases, which have been duly tried and executed, showing dates, fees, names of all parties, and remarks. Arr. chron. 10 x 5 x 12. Clerk's off.

99. SHERIFF'S SALES, 1930--. 1 file box.

Documents pertaining to sale of property by sheriff, showing dates, names of all parties, fees, and remarks. No index. 10 x 15 x 12. Clerk's off.

For sheriff's deeds, see entry 124.

100. REDEMPTION RECORD, 1870-1881. 2 vols. (1-1).

Record of people who have recovered real estate by judgment, showing amount of property, location, persons, and dates. Arr. chron. Hdw. 300 pp. 18 x 12 x 2. Clerk's off.

101. SUPPORT DOCKET, 1916--. 1 vol.

Record of money paid through county clerk on a court order for family support, showing parties involved, case no., court order date, court, judgment docket, page, date, amount received, from whom, disbursement date, amount, and clerk's name. Indexed alph. by name of plaintiff. Hdw. 300 pp. 16 x 12 x 1. Clerk's off.

Fee and Cash Records

102. REGISTER OF FEES AND FUNDS HELD IN TRUST, 1913--. 2 vols. (1-2).

Fee and Cash Records(continued)

Record of fees and funds held in trust, showing date, from whom received, amount received, title of cause, names of plaintiff and defendant, case no., record, kind, cash book, no. and page, amount received, date, amount of disbursement, and name of depository. Arr. alph. by name of payer. Hdw. 400 pp. 10 x 12 x 3. Clerk's off.

103. CIVIL FEE BOOK, 1857-1921. 26 vols. (2-7, 8-9, 9-14, and 12 vols. not numbered);

Record of fees, showing name, offense, amount, and date. Indexed alph. by name of payer. Hdw. on printed form. 300 pp. 24 x 16 x 3. Clerk's off.

104. FEE BOOK, CRIMINAL, 1867--. 7 vols. (2, 3, 4-5, 8-10) Vols.

1, prior to 1867; vols. 3, 1868-72; vols. 6-7, 1903-3, missing.

Criminal fee book, showing plaintiff's and defendant's names, date, court findings, fees charged, and fees collected. Indexed alph. by name of defendant. Hdw. 500 pp. 24 x 16 x 3. Clerk's off.

Probate Causes
(See also entry 120)

105. PROBATE (DISPOSED), 1870--. 461 file boxes.

Papers pertaining to canceled probate cases, showing case no, kind, estate, name of administrator, executor, and deceased, inventories of estates, heirs, properties, and final execution. 5 x 5 x 11. 441 file boxes, 1870-32, basement stg. rm.; 20 file boxes, 1932--, clerk's off.

106. ADMINISTRATORS, 1913--. 19 file boxes.

Administrator's documents, bonds, oaths, and papers pertaining to administration of estates. Arr. alph. by title of estate. 10 x 5 x 9. Clerk's off.

Probate Causes(continued)

107. GUARDIANSHIPS, 1924--. 18 file boxes.

Documents pertaining to guardianships, showing names of guardians, wards, amount, and kind of estate. Arr. alph. by title of estate. 10 x 5 x 12. Clerk's off.

108. WILLS PROBATED, 1921--. 2 file boxes.

Wills which have been probated and recorded, showing name of deceased, date of death, and filing and provisions of will. Arr. alph. by name of deceased. 10 x 5 x 12. Clerk's off.

See also entry 128.

109. TRANSCRIPTS FROM JUDGES OF PROBATE COURT RECORDS, 1926--.

1 file box.

Transcripts from records of the judges of probate court, showing case no., parties to action, date, and decisions. No index. 10 x 5 x 9. Clerk's off.

110. ADMINISTRATOR'S BONDS, 1953--. 4 vols. (1-4).

Record of administrator's bonds, showing amount, parties involved, date, name of deceased, date, and signature of administrator, bondsmen, and clerk. Indexed alph. by name of administrator. Edw. 505 pp. 16 x 10 x 3. Clerk's off.

111. GUARDIAN'S BONDS, 1847--. 3 vols. (A-B, 1-2, 1, 1, 1, 1).

Record of bonds of guardians, showing name of guardians, wards, and bondsmen, amount of bond, and date. Indexed alph. by name of guardian. 300 pp. 18 x 12 x 2. Clerk's off.

Probate Causes(continued)

112. GUARDIAN'S REPORT, PROBATE, 1871--. 5 vols. (1-4, 21).

Record of guardian's report of court, showing court term, date, name of guardian and estate, amount of guardian's claims and credits, balance, date recorded, and clerk's signature. Indexed alph. by name of guardian. 1871-1934, hdw.; 1935--, typed. 550 pp. 24 x 16 x 3. Clerk's off.

113. INVENTORY RECORD, PROBATE COURT, 1853--. 8 vols. (1-8).

Record of inventory of property of estates probated, showing name of estate, appraiser, description of property, value, property taken by widow, debtors, no. of claim, kind, date, rate and date interest began, date of credits, and amount of credits. Indexed alph. by name of estate. Hdw. on printed form. 575 pp. 24 x 16 x 3. Clerk's off.

114. SALE BILL RECORD, 1847-1930. 7 vols. (1, 1-2, 3-4).

Record sale of personal property of estates, by administrators, showing by whom sold, name, address, date of auction, name of article, to whom sold, cash or surety, and inventory no. Indexed alph. by name of estate. Hdw. on printed form. 520 pp. 18 x 12 x 3. Clerk's off.

Proceedings in Probate Cause

(See also entries 91-96, 113-119).

115. ENTRY, CLAIM, AND ALLOWANCE DOCKET, AND FILE BOOK, 1861--.

12 vols. (1-2, 4-13).

Record of entries, claims and allowances, showing names, costs, estate no., date, name of deceased, administrator, or executor, address, amount of bond, name of sureties, address, date of death of deceased, inventory of appraisers, bills of sale, wills, and miscellaneous references. Indexed alph. by name of deceased. Hdw. 300 pp. 18 x 12 x 3. Clerk's off.

Probate Causes--Proceedings in Probate Cause(continued)

116-117. GUARDIANSHIP DOCKET AND FEE BOOK, 1881--. 4 vols. (1-4).

Record of guardianship cases, showing amount of fees, name, case no., name of wards, and where date of birth, age, date of letters, amount of bond, address of sureties, inventories, appointments, appraiser's name, issues, court proceedings, clerk's fees, itemized balance in trust, order book, page no., length of entry, report, and total fees. Indexed alph. by name of ward. 46w. 295 pp. 24 x 16 x 3. Clerk's off.

The common pleas court was established by an act of 1852. (Acts 1852.) The judges were elected at regular elections for terms of four years. The inception date of this court in Spencer County is 1853. Because of the inadequacies of this court, it was abolished by an act of 1873. The jurisdiction was transferred to the Circuit Court. (Acts 1873, ch. 29, p. 87.) All records of this office are located in the courthouse unless otherwise stated.

The common pleas court had jurisdiction in matters relating to probate of wills; appointment of guardians of persons of unsound mind, and other legal disabilities; on matters relating to executors and administrators; civil matters from fifty to one thousand dollars except cases of slander, libel, breach of marriage contract, action of official bond, or where the title of real estate shall be in issue; and criminal jurisdiction in cases which are not felonies and which are not triable by a justice of the peace. (Acts 1852.)

Court Proceedings
(See also entries 91-96, 115-117)

118. COURT DOCKET, COURT OF COMMON PLEAS, 1853-1892. 5 vols.

(1, and 4 vols. not numbered)

Record of proceedings of court of common pleas, showing names of attorneys and parties to action, pleadings, case no., when filed, sheriff's return, court proceedings, plaintiff's witnesses, cost, defendant's witnesses, and cost. Arranged numerically by case no. Hdw. 350 pp. 18 x 12 x 3. Basement stg. rm.

Court Proceedings

119. ORDER BOOK, COURT OF COMMON PLEAS, 1852-73. 8 vols. (1-8).

Record of all civil, criminal, and probate cases, showing names of persons and attorneys, and all particulars. Indexed alph. by name of defendant. Hdw. 530 pp. 24 x 16 x 3. Clerk's off.

Proceedings in Probate Court

120. ADMINISTRATORS AND EXECUTORS REPORTS, COURT OF COMMON PLEAS, 1871-92. 3 vols. (1-3).

Record of reports of executors and administrators of estates, showing date, names, receipts, disbursements, dates, taxes, credits, balances, and date recorded. Indexed alph. by name of ward. Hdw. 590 pp. 24 x 16 x 3. Clerk's off.

Fee and Case Records

121. FEE BOOK, COMMON PLEAS, 1853-1877. 8 vols. (1-8).

Record of fees and charges for services rendered, showing case no, kind of case, persons involved, amount, and date of fee. Indexed alph. by name of defendant. Hdw. on printed form. 630 pp. 24 x 16 x 3. Clerk's off.

The recorder is a constitutional officer elected for a four-year term. He is nominated in the primary and elected in the regular election, and is not eligible to hold office for more than eight years in any twelve-year period (Indiana Const., Art. 6, Sec. 2; 1 Rev. Stat. 1852; Acts 1901; Burns, 1933 Stat., 49-3201). The inception date of this office in Spencer County is 1818.

It is the duty of the recorder to enter upon the books of his office at the time they are executed, all satisfactions, cancellations, and assignments, of whatever kinds, attest the release of mortgages, leases, or other instruments required by law to be recorded, record every conveyance or other instrument entitled and required by law to be recorded, to keep special records of cemetery deeds, cemetery associations, farm names, chattel mortgages, and miscellaneous instruments. (1 Indiana Rev. Stat. 1852; Acts 1855, 1875 Special Session, 1905, 1913, 1919, 1925, 1927, and 1931; Burns, 1933 Stat., 49-3203 to 49-3235.)

Deeds, Titles and Grants

122. DEED RECORD, 1818--. 85 vols. (1-83, A-B).

Record of real estate deeds showing date, grantor, grantee, description of property, and sale price. Indexed alph. by names of grantors; see also entry 123. 1818-1906, hdw.; 1907--, typed. 565 pp. 24 x 18 x 3. Recorder's off.

Deeds, Mortgages and Grants

123. DEED INDEX, 1818-- . 28 vols. (2 sets, 1-14). 1 set subtitled Grantor; one, Grantee.

Index to entry 122, arranged by grantor and grantee, showing names of principals, kind of deeds, date, consideration, description of property, location, and vol. and pp. of record. Arr. alph. by names of grantors and grantees. Hdw. 400 pp. 24 x 18 x 3. Recorder's off.

124. SHERIFF'S DEED RECORD, 1867-- . 5 vols. (1, 1-4).

Record of deeds conveying property sold by sheriff, showing date of sale, date of court order, amount realized, costs and fees, former owner and buyer, and description and location of property. Indexed alph. by names of purchasers. Hdw. on printed form. 440 pp. 24 x 18 x 3. Recorder's off.

For sales record, see entry 99.

125. CEMETERY DEED RECORD, 1925-- . 1 vol.

Record of burial lots purchased, showing date, amount paid, purchaser, description and location of lot. Indexed alph. by purchasers names. Typed. 585 pp. 24 x 18 x 3. Recorder's off.

For earlier records, see entry 122.

126. ABSTRACT BOOK, (ORIGINAL), 1803-97. 1 vol.

Record of lots and lands from date of original entry, showing description and location of property, and name of original owner. Arr. chron. Hdw. on printed form. 560 pp. 24 x 18 x 3. Recorder's off.

Deeds, Titles and Grants

137. TAX SALES RECORD, 1838--. 3 vols. (1-3).

Certificate of purchase of property sold to satisfy delinquent tax claims, showing name of original owner, name of tax title purchaser, description and location of property, and amount paid. Indexed alph. by name of delinquents. 1838-1897, hdw.; 1900--, typed. 175 pp. 24 x 16 x 1. Recorder's off.

See also entry 207.

138. COURT ORDERS, WILLS AND ADMINISTRATIONS, 1847--. 3 vols. (1-3).

Record of wills, certificates of probate of wills, administrators deeds, partitions of real estate, and commissioners' reports. Indexed alph. by names of principals. hdw. 500 pp. 24 x 16 x 5. Recorder's off.

See also entry 106.

Mortgages and Releases

Real Estate

139. MORTGAGE RECORD, 1848--. 36 vols. (1-36).

Real estate mortgages, showing date, description of property, and amount of mortgage. Indexed alph. by name of mortgagor; see also entry 130. 1848-1903, hdw.; 1907--. typed. 575 pp. 24 x 16 x 5. Recorder's off.

For earlier records, see entry 122.

140. MORTGAGE INDEX, MORTGAGOR AND MORTGAGEE, 1928--. 26 vols. (2 sets, 1-14).

Recorder

Mortgages and Releases--Index Tablets (continued)

General index to entry 129, showing mortgage and mortgagor, kind of instrument, date, amount, description of property, dates of recording, satisfaction, vol. and pg. of record. Arr. alph. by names of mortgagees and mortgagors. Edw. 500 pp. 24 x 16 x 3. Recorder's off.

Hotels

131. CITY OF HOTELS, 1902--. 10 vols. (1-5).

Records showing names of mortgagor and mortgagor, date, description and location of property, amount of loan, and location of mortgage. Indexed alph. by names of mortgagees and mortgagors; see also entry 132. 1902-07, hdw.; 1908--, typed. 500 pp. 24 x 16 x 3. Recorder's off.

For earlier records, see entry 127.

132. CITY OF HOTELS INDEX, 1918--. 3 vols. (1-3).

General index to entry 131, showing names of mortgage and mortgagor, vol. and pg. of record. Indexed alph. by name of mortgagor. Edw. 500 pp. 24 x 16 x 3. Recorder's off.

School Funds

(See also entries 200-213)

133. SCHOOL FUND MORTGAGES, 1880--. 3 vols. (1-3).

Record of mortgages securing school fund loans, showing date, name of mortgagor, description of property, amount and term of loan. Indexed alph. by names of mortgagees. 1880-1905, hdw.; 1906--, typed. 500 pp. 24 x 16 x 3. Recorder's off.

Register of Legal Instruments

184. FARM LAND RECORD, 1913--. 1 vol.

Register of farm names, recorded for the purpose of identifying farm, showing name of owner, and name and description of farm. Indexed alph. by owner's names. Hdw. 400 pp. 24 x 16 x 5. Recorder's off.

185. OIL AND GAS LEASE RECORD, 1925--. 4 vols. (1-4).

Record of leases and contracts between landowners and prospectors leasing land for the purpose of drilling or digging for gas, oil, or other natural resources, showing both principals to lease, description and location of lands leased, duration of lease, and per centum to lessor of products realized. Indexed alph. by names of lessors. Typed on printed forms. 800 pp. 24 x 16 x 5. Recorder's off.

186. RECORD OF IDLENTIES, 1934-1935. 2 vols. (1-2).

Agreements of township trustees with citizens who wish to care for minor orphans, showing date, name of citizen, name of orphan, agreement to properly educate, clothe, and board the orphan until maturity, signature of contracting party, and trustee's attest. Indexed alph. by names of orphans. Hdw. 300 pp. 16 x 12 x 5. Recorder's off.

187. MINERAL CONTRACTS, 1870-74. 1 vol.

Agreement between landowners and Indiana Mineral Railway Co., in which for a consideration the landowner grants the railway company exclusive rights to all oils, mineral, ores, or other natural resources found upon such lands. Arr. chron. Hdw. on printed form. 200 pp. 24 x 16 x 1. Recorder's off.

188. FOREST LAND RECORD, 1925--. 1 vol.

Record of forest lands reported by owners to State department of

Register of Legal Instruments (continued)

conservation, showing owner's description of lands, surveyor's report, and forester's report. Indexed alph. by names of owners. 144. Vol. printed form. 550 pp. 16 x 24 x 3. Recorder's off.

138. WILLIAMS AND RECORDS, 1933-. 1 vol.

Record of inheritance or transfer tax due the state, showing parcel no., date, name of ancestor, title of estate, names of heirs, amount due, and description of property taxed. No index. Typed. 300 pp. 16 x 10 x 1. Recorder's off.

For later records, see entry 116.

140. ARMY AND NAVY DISCHARGE RECORDS, 1900--. 1 vol.

Record showing name of veteran, age, residence, occupation, enlistment and discharge, regiment, and rank. Indexed alph. by name of veterans. Typed on printed form. 600 pp. 24 x 16 x 3. Recorder's off.

For other records, see also entries 30, 111.

141. CIVIL WAR VETERANS DISCHARGE RECORDS, 1865-66. 1 vol.

Record of Civil War veterans, showing date, name, rank, company, and date of discharge. Indexed alph. by names of veterans. 144. on printed form. 370 pp. 13 x 12 x 1. Recorder's off.

See also entries 30, 140.

Miscellaneous Records

142. MISCELLANEOUS RECORDS, 1865--. 10 vols. (1-10).

Records of right of way, leases, wills, agreements, stockholders' meetings, entry discharges, articles of association and incorporation. Indexed alph. by names of principals; see also entry 143. 1865-1906, 144.; 1907--., typed. 500 pp. 24 x 16 x 3. Recorder's off.

Miscellaneous Records(continued)

143. GENERAL INDEX RECORD, 1895--. 4 vols. (1-4).

General index to entry 142, showing names of principals, kind of instrument, date, consideration, vol., pp., and remarks. Idw. on printed form. 500 pp. 24 x 18 x 5. Recorder's off.

Fee and Cash Books

144. FEE AND CASH BOOK, 1910--. 5 vols.

Record showing date, no. of instrument, paper, kind of instrument, and fees. Arr. chron. Idw. on printed form. 625 pp. 24 x 18 x 2. Recorder's off.

145. ENTRY AND FEE BOOK, 1910--. 3 vols.

Record of all transactions from which fees were collected, showing number, date of entry, principals, kind of instrument, date, amount of consideration, record, . . . and vol., and costs. Arr. chronologically. Idw. on printed form. 1910--. 24 x 18 x 3. Recorder's off.

Maps and Plats

146. PLAT BOOK, 1918--. 3 vols. (1-3).

Political maps of Spencer County, showing cities, towns, additions, lots and owners, and plats, together with paragraphed descriptions of same. Indexed by names of owners. 1918-1907, hdw., 1900--, typed. 200 pp. 24 x 18 x 2. Recorder's off.

147. TRACT BOOK RECORDS, 1898-90. 2 vols.

Records of original grants of lands in Spencer County, showing description of lands by acreage, section, township and range, name of owner, and date of purchase; all tracts completed in 1890. No index. Idw. on printed form. 425 pp. 20 x 14 x 2. Recorder's off.

VII SHERIFF

The sheriff is a constitutional officer chosen for a four-year period and is not eligible to hold office more than four years in any period of six years. He is a political officer, nominated by primary and elected in the regular election. He must give bond for five thousand dollars. (2 Ind. Rev. Stat. 1852; Sec. 49-2801, Burns' Ind. Stat. Ann. 1933.) The inception date of this office in Spencer County is 1816. All of the records of this office are located in the courthouse unless otherwise stated.

The sheriff arrests without process all persons who, within his view, commit any crime or misdemeanor, delivers them before a justice of the peace of Spencer County and holds them in his custody until the cause of such arrest has been investigated; pursues and commits to jail all felons; and executes all process directed to him by legal authority. It is his duty also to protect persons in danger from mobs and possible lynchings. (2 Ind. Rev. Stat., 1852; Sec. 49-2802 to 49-2808, Burns' Ind. Stat. Ann. 1933.)

Execution and Reports
(see also entries 97-101)

148. ASSAULT AND BATTERY WARRANTS, 1916--. 2 file boxes.

Sheriff's warrants for arrest, showing date, name of person involved, and case no. Arr. chron. 11 x 6 x 4. Basement.

149. SEARCH WARRANT, 1917--. 2 file boxes.

Sheriff's warrants to search homes, showing date, name, address, description, and remarks. Arr. chron. 11 x 6 x 4. Basement.

Execution and Reports(continued)

150. SUPPCELA, 1901--. 2 file boxes.

Summons to appear in court, showing date, name, appearance, and case number. Arr. chron. 11 x 6 x 4. Basement.

151. WRITS, 1919--. 1 file box.

Miscellaneous writs, showing date, name of person involved, kind of case, date, and place of trial. Arr. chron. 11 x 6 x 4. Basement.

152. CONSENT TO AFFIDAVIT FOR BOND OF PEACE, 1922--. 1 file box.

Agreement affidavits for peace bond, showing date, name of defendant, plaintiff, bondsman, court, and amount of bond. Arr. chron. 11 x 6 x 4. Basement.

153. RECOGNIZANCE BOND, 1911--. 2 file boxes.

Recognizance bond of parties released, showing date, name, address, kind of case, no., and court. Arr. chron. 11 x 6 x 4. Basement.

See also entry 89.

154. APPEAL BOND, 1914--. 2 file boxes.

Appeal bonds to a higher court, showing date, names of appellant, bondsman, judges, and amount of bond. Arr. chron. 11 x 6 x 4. Basement.

155. COMPLAINT FOR POSSESSION AND DAMAGES, 1920--. 2 file boxes.

Suit for possession and damages, showing date, name of tenant, address, description of property, amount of damage, and date to vacate. Arr. chron. 11 x 6 x 4. Basement.

156. JAIL RECORDS, 1911--. 1 vol.

Record of incarceration, showing name, address, age, sex, birth, date received, discharged, awaiting trial, serving sentence, total days, and cost of board. Arr. chron. Hdw. 400 pp. 16 x 12 x 2. Sheriff's off.

Execution and Reports(continued)

157. RECORD BOOK, 1897--. 1 vol.

Record of expenditures for the sheriff, showing date, cost of cleaning jail, laundry, repairs, prisoners, extra hire. Arr. chron. Hdw. 400 pp. 16 x 12 x 2. Sheriff's off.

158. NOTICE TO QUIT PROPERTY, 1915--. 1 file box.

Notices to vacate, showing name of tenant, owner, sheriff, date to vacate, and reason. Arr. chron., 11 x 6 x 4. Basement.

159. RETURN OF FUGITIVES, 1921--. 1 file box.

Return of fugitives escaped from jail or institutions, showing name, date escaped, returned, nature of violation, and additional time to serve. Arr. chron. 16 x 12 x 5. Auditor's off.

Fee and Cash Records

160. FEE AND CASH BOOK, 1920--. 2 vols. (1, 1).

Record of fees and cash received by the sheriff, showing case no., name of plaintiff, defendant, nature of writ, date received, serviced, returned, mileage, cost, date of payment, and quietus. Arr. by case no. Hdw. on printed form. 300 pp. 18 x 12 x 2. Sheriff's off.

161. REGISTER OF SHERIFF'S COSTS, 1921--. 5 vols. (1, 1, 6-7, 7).

Record of the sheriff's costs, showing case number, name of plaintiff, defendant, nature of writ, date received, date served, returned, mileage, total cost, and date of payment. Arr. chron. Hdw. on printed form. 400 pp. 16 x 12 x 2 $\frac{1}{2}$. Clerk's off.

The coroner is a constitutional officer, elected for two years, without restriction on re-election. He is required to post a five thousand dollar bond to insure the faithful performance of his duties. The office of coroner was in existence before 1851 by virtue of the Constitution of 1816. (Indiana Const., 1816, art 4, sec. 25; Acts 1816, ch. 13, sec. 1; Indiana Const. 1851, art. 6, sec. 2.) The inception date of this office in Spencer County is 1816.

The coroner is required to investigate deaths by violence, by accident, and by suspicious means, and to determine the cause and manner of death. He holds inquests without a jury and may subpoena witnesses and employ a physician to make a postmortem examination, filing his report and verdict with the clerk of the circuit court. He is a peace officer with the same powers as the sheriff, and acts as sheriff in cases of absence, vacancy, interest, or incapacity, and serves warrants on the sheriff if necessary. (2 Indiana Rev. Stat. 1852; Acts 1871, 1879 Special Session, and 1933; Burns' Ind. Stat. Ann. 1933, 49-2901 to 49-2914.)

162. CORONER'S VERDICTS, 1927--. 5 bundles.

Coroner's death verdicts, showing date of death, cause, and age.

Arr. chronologically. 14 x 8 x 4. Clerk's off.

The auditor is a constitutional officer, elected for a four-year term. No person can hold office for more than two consecutive terms. He is required to post bond in the amount of ten thousand dollar . (Indiana Const., art. 6, sec. 2; Burns' Ind. Stat. Ann. 1943. 48-3303.) The inception date of this office in Spencer County is 1841.

This office is the center of county administration. Financial affairs are transacted through it and here the records of county business are preserved.

The auditor's principal functions are four-fold; as a county "controller", he keeps the accounts of the county and issues warrants for all claims approved by the commissioners. Ex-officio he acts as clerk to the board of commissioners, the county council, and the board of tax adjustment, and as secretary to the board of finance and the board of review. As a tax officer, he prepares the official tax duplicates, serves as a member of the board of review as well as its secretary, and certifies to the treasurer the amount of taxes due from banks. As budget officer, he compiles estimates made to him by each county agency and submits them to the county council.

Minor routine duties are keeping a land transfer record book; managing the common school fund, the Congressional township school fund, and apportioning semi-annually the interest of these funds to the school corporations; preparing the ditch duplicate covering assessments for construction or repair of ditches and drains; issuing peddlers'

licenses and public warehouse permits; acknowledging deeds and mortgages executed for the security of trust funds; approving bonds of township trustees; advertising and selling bonds; delivering election supplies to election inspectors; issuing tax deeds; and accepting bequests for cemeteries. (1 Indiana Rev. Stat. 1852; Acts 1879; Burns' Ind. Stat. Ann. 1933, 49-3004-49-3018.) Many other duties are prescribed by statute.

Audits and Reports

163. FIELD EXAMINER'S REPORT, 1821--. 1 file box.

Field examiner's reports to State and to auditor on county records, showing funds and balances, cash receipts, disbursements, audit date, and examiner's name. Arr. chron. 16 x 12 x 5. Auditor's off.

164. FIELD EXAMINER'S PAPERS OR BILLS FOR SERVICE, 1821-25.

1 file box.

Field examiner's papers or bills for service for auditing county records, showing date, amount of bill, and kind of service. Arr. chron. 16 x 12 x 5. Auditor's off.

165. AUDITOR'S REPORT, not dated. 1 file box.

Reports of county auditor to State auditor on financial status of county, and various other reports demanded of county auditor. No index. 16 x 10 x 2. Auditor's off.

166. REPORT TO STATE AUDITOR, not dated. 1 file box.

County auditor's reports to State auditor on county's old age pension applicants. No index. 10 x 10 x 2. Auditor's off.

Audits and Reports(continued)

167. TRUSTEE'S DOG FUND REPORTS, 1922--. 1 file box.

Reports of twp. trustees on dog registrations and tax assessments, showing name of owner of dogs, no. of dogs owned, and amount collected. No index. 16 x 12 x 5. Auditor's off.

168. JUSTICE OF PEACE FINES, 1923--. 1 file box.

Report of justice of peace fines assessed, showing names of persons fined, amount of fines, date paid, and charges listed. Arr. chron. 16 x 12 x 5. Auditor's off.

169. TRUSTEE'S REPORTS, 1922-33. 1 file box.

Reports of twp. trustees to county auditor, showing no. of warrants issued, purpose, to whom issued, dates, no., and signature of trustee. Arr. chron. 16 x 12 x 5. Auditor's off.

170. HEALTH COMMISSIONER'S REPORTS, 1926--. 1 file box.

Health commissioner's report to county auditor, showing summary of health commissioner's work. No index. 16 x 12 x 5. Auditor's off.

171. VENUE RECORDS, 1914--. 2 vols. (1-2).

Record of change of venues, showing date, receipts no., from what county, title of cause, amount, date, to whom issued, and to what county account. Arr. chron. Hdw. on printed form. 400 pp. 16 x 12 x 2. Auditor's off.

See also entries 76, 172.

172. CHANGE OF VENUE, 1923--. 1 file box.

Papers pertaining to change of venue, showing State, county, and town, court, kind of case, county or place transferred, reason for change of

Audits and Reports(continued)

venue, and total cost to county. Arr. chron. 16 x 12 x 5.

Auditor's off.

See also entries 76, 171.

173. COURT ALLOWANCES, 1926--. 1 file box.

Allowances for costs of cases, showing date, court, amount of allowances, purpose or cause, and judge's names. Arr. chron. 16 x 12 x 5.

Auditor's off.

174. SPECIAL JUDGES, 1923--. 1 file box.

Special judge appointments, showing judges' name, appointment date, length of service, and cost. Arr. chron. 16 x 12 x 5. Auditor's off.

175. COURT REPORTER, 1922--. 1 file box.

Reports of court reporter, showing case no., name of parties to action and judge, disposition of case, and total cost. Arr. chron. 16 x 12 x 5. Auditor's off.

176. TREASURER'S RECEIPTS, 1920--. 2 file boxes.

Treasurer's receipts for bills paid, showing kind of debt, amount, date paid, to whom paid, warrant no., date, and treasurer's name. Arr. chron. 16 x 12 x 5. Auditor's off.

177. BUILDING AND LOAN REPORTS not dated. 1 file box.

Building and loan reports to county auditor. No index. 16 x 10 x 2. Auditor's off.

178. INTANGIBLE TAX STAMPS AND RECEIPTS, 1921--. 1 file box.

Intangible tax stamps and receipts, showing receipts for stamps, from whom received, and amount. Arr. chron. 16 x 12 x 5. Auditor's off.

Audits and Reports(continued)

179. APPOINTMENTS AND REPORTS, 1921--. 1 file box.

Appointments set aside for various twp. units, and reports of same.

No index. 16 x 12 x 5. Auditor's off.

180. GAS TAX AND ROAD APPROPRIATIONS, 1921--. 1 file box.

Record of amount of money returned by State to county, showing county's share of gasoline tax, and road appropriations. No index. 16 x 12 x 5. Auditor's off.

181. INTEREST ON DEPOSITS, 1924--. 1 file box.

Interest earned on county moneys deposited, showing amount of deposit, length of time, name of depository, amount of interest earned, and total amount on deposit. Arr. chron. 16 x 12 x 5. Auditor's off.

Receipts and Disbursements

182. RECORD OF APPROPRIATIONS AND DISBURSEMENTS, 1899--.

9 vols.

Record of appropriations and disbursements, showing date, warrant no., amount, overdrafts, and balances. Arr. alph. by title of fund. Hdw. 300 pp. 16 x 15 x 3. Auditor's off.

183. AUDITOR'S CASH BOOK, 1895--. 3 vols.

Record of daily cash collections, showing date, from whom, transfer fee, ditch fee, highway, license, school fund, mortgage, gravel road fee, bonds and contracts, tax deed certificate, assignments, tax title, miscellaneous fees, date, and amount. Arr. chron. Hdw. 300 pp. 16 x 12 x 3. Auditor's off.

Receipts and Disbursements(continued)

184. REC IPTS AND DISBURSEMENTS, 1890--. 5 vols. (1, 3, and 3 vols. not numbered). Vols. 2, 1896-1906, missing.

Record of receipts and disbursements, showing date, from whom, amount, purpose, disbursements, date, order no., for whom, purpose, assessing, advertising, board of review, board of health, bridge levies, books, stationery, benevolent institutions, circuit court, inquests, county officers, county farm, county attorney, change of venue, election enumerations, road repairs, insane, orphans home, prisoners, schools, building, poor, soldier burials, taxes refunded, and ledger folio of receipts. Arr. chron. Hdw. on printed form. 200 pp. 13 x 12 x 2. 2 vols., 1891-1911, basement stg. rm.; 3 vols., 1911--, auditor's off.

185. AUDITOR'S REGISTER OF WARRANTS, 1911-24. 3 vols.

Record of register of warrants, showing date, warrant no., to whom, purpose, appropriation no., ledger folio, amount, total county revenue, total miscellaneous funds, claim no., warrants received, and dates. Arr. chron. Hdw. on printed form. 100 pp. 17 x 12 x 1. Auditor's off.

For later records, see entry 186.

186. WARRANTS, 1924--. 6 vols.

Record of warrants issued, showing appropriations no., date, account charged to, warrant no., date returned, to whom issued, and purpose. Arr. chron. Hdw. on printed form. 400 pp. 13 x 12 x 3. Auditor's off.

For earlier records, see entry 185.

Taxes

187. TRANSFER BOOK, 1881--. 188 vols.

Record of transfers of land and real estate, showing name of grantor and grantee, description and location of property, proceedings of transfer, and date. Arr. alph. by name of grantor and grantee.

Hdw. on printed form. 80 pp. 14 x 12 x 1. Auditor's off.

187a. ENUMERATION OF MALE VOTERS, 1820--. 1 file box.

Documents containing records of the county census of male voters, showing name, age, and place of residence. No index. 16 x 10 x 2.

Auditor's off.

188. AFFIDAVITS OF OWNERSHIP, 1827-29. 1 file box.

Sworn affidavits of ownership of disputed property, showing date, parties named, and kind of property. No index. Hdw. 16 x 12 x 5.

Auditor's off.

189. FOREST PRESERVE, 1888--. 1 file box.

Papers pertaining to State forest preserves, location, date made a preserve, acreage, and boundaries. No index. 16 x 12 x 5. Auditor's off.

190. VOLUNTEER FIREMEN, 1924--. 1 file box.

Record of volunteer firemen, showing name, residence, time volunteered, and date dismissed. No index. 16 x 12 x 5. Auditor's off.

191. TAX LEVIES, 1921--. 1 file box.

Prop. tax levies, showing location of property, kind of property, and amount of taxes. Arr. chron. 16 x 12 x 5. Auditor's off.

Taxes(continued)

192. TAX LEVIES FOR GRAVEL ROADS, not dated. 1 file box.

List of taxes levied for upkeep, repair, and building of county gravel roads. No index. Hdw. 16 x 11 x 2.

193. CERTIFICATE OF TAX LEVIES, not dated. 1 file box.

Certificate of county tax levies, showing date, names of parties, and amount. No index. 16 x 10 x 2. Auditor's off.

194. SCHOOL TAX ROLL, not dated. 1 file box.

County taxes levied for school fund. No index. Hdw. 16 x 10 x 2. Auditor's off.

195. OIL ASSESSMENTS AND ADDITIONAL TAXES, 1924--. 1 file box.

Assessments made on oil pumped in county, showing location of well, no. of wells, amount of oil pumped, and amount of taxes assessed. Arr. alph. by name of oil company. 16 x 12 x 5. Auditor's off.

196. ILLINOIS AND INDIANA PIPE LINE, 1921-23. 1 file box.

Record of Illinois and Indiana pipe lines running through county. No index. 16 x 12 x 5. Auditor's off.

197. NOTICE TO TAX PAYERS, not dated. 1 file box.

Duplicate notices sent to delinquent taxpayers of the county. No index. 16 x 10 x 2. Auditor's off.

Appraisements

198. AFFIDAVIT OF APPRAISERS, not dated. 1 file box.

Sworn affidavits of assessment appraisers, showing name of deputy,

Taxes--Appraisement(continued)

assessor, length of time served, and date. No index. 13 x 10 x 2 $\frac{1}{2}$.

Auditor's off.

199. PRE-APPRAISMENTS, 1929-31. 1 file box.

Record of appraisements made between assessment years, showing name of appraiser, location of property, and date. No index. 10 x 12 x 5.

Auditor's off.

Returns

200. SOLDIERS' EXEMPTIONS, 1925--. 1 file box.

Tax exemptions made to soldiers of the county, showing name, property value, location, and description. No index. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

Lists

201. ASSESSOR'S BOOK, REAL ESTATE, 1915--. 264 vols.

Record of assessor's list of all property assessed in county, showing name, description, valuation, and improvement valuation. Arr. alph. by name of owner. Hdw. 50 pp. 17 x 14 x $\frac{1}{2}$. Assessor's off.

202. ASSESSMENT LIST-PERSONAL, 1918--. 497 vols.

Record of county assessment list, showing taxpayer's name, address, no. and amount of improvements, valuation, assessor's valuation, personal property, credits, and signature of property owner. Arr. alph. by name of property owners. Hdw. on printed form. 237 pp. 13 x 6 x 2. 1918-24, basement stg. rm.; 1925--, assessor's off.

Taxes--Lists(continued)

203. ASSESSMENTS- REAL AND PERSONAL PROPERTY, not dated. 1 file box.

County list of real and personal property assessments, showing names of persons assessed, date, and amount. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

Delinquent and Erroneous

204. RECORD OF DELINQUENT LANDS AND LOTS, 1942--. 3 vols.

Record of delinquent lands and lots, showing owner's name, no., description, section, twp., range, acres, value, value of improvements, total, lots, block no., value of corporation stock, value of personal property, total value taxable, polls, amount delinquent, amount current, and total amount due. Arr. chron. Hdw. Condition poor. 300 pp. 17 x 12 x 5. Auditor's off.

205. RECORD OF LANDS AND LOTS SOLD FOR TAXES, 1939--. 6 vols.

Record of lands and lots sold for taxes, showing auditor's and buyer's name, description of land, and auditor's signature. Arr. alph. by original owner's name. Hdw. on printed form. 240 pp. 18 x 12 x 2. Auditor's off.

See also entry 127.

206. ERRONEOUS TAXES, not dated. 1 file box.

Erroneous tax list, showing tax overcharge refunds. No index. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

207. CERTIFICATES OF ERRONEOUS TAXES, 1927-28. 1 file box.

Duplicate certificates for refunds of overcharged taxes, showing

Taxes-- Delinquent and Erroneous (continued)

property tax, overcharge, lot or lots, and description. Arr. chron.
16 x 12 x 5. Auditor's off.

208. TAX REFUNDS, 1923--. 1 file box.

Documents pertaining to refunds on county taxes overcharged, showing property location, owner's name, and amount of refund. No index.
16 x 12 x 5. Auditor's off.

School Fund
(See also entry 183).

209. CONDITION OF COUNTY SCHOOL FUND, 1902--. 2 vols.

Record of the condition of school fund, showing amount held in trust, total debts, loan no., borrower's name, kind of fund, borrower's address, loan date, description of property and mortgage, section, twp., range, acres, payment date of interest, to what date paid, receipt no., amount, and amount of interest. Arr. chron. Hdw. 200 pp.
17 x 16 x 2. Auditor's off.

210. CERTIFICATE OF PURCHASE FOR SCHOOL FUND LANDS, 1921--.

1 file box.

Duplicate certificates given for school fund lands purchased after foreclosures on school fund mortgages. No index. 16 x 15 x 5.
Auditor's off.

211. DEEDS-SCHOOL LAND, not dated. 1 file box.

Deeds to county school lands. No index. Hdw. 16 x 10 x 2.
Auditor's off.

School Funds (continued)

212. CONGRESSIONAL SCHOOL FUND MORTGAGES, 1921--. 1 file box.

Mortgages given from school funds, showing description of land, amount of loan, amount of interest, rate, and borrower's name. No index.

16 x 12 x 5. Auditor's off.

213. COMMON SCHOOL FUND MORTGAGES, 1920--. 1 file box.

Mortgages given from common school fund as investments, showing name of person, amount, rate of interest, and when due. No index. 16 x 12

x 5. Auditor's off.

214. APPLICATION FOR RENEWAL OF SCHOOL FUND MORTGAGE, not dated.

1 file box.

Application for renewal of school fund mortgages, showing name of borrower, amount, and date. No index. Hdw. 16 x 10 x 2. Auditor's off.

215. SALE OF SCHOOL PROPERTY, not dated. 1 file box.

Trustee's report on sale of county school property. No index.

16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

216. DELINQUENT SCHOOL FUNDS, not dated. 1 file box.

Documents pertaining to delinquent school funds, showing name of parties, dates, and amount. No index. Hdw. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

Licenses
(See also entries 60-65)

217. LICENSE TO PEDDLE, not dated. 1 file box.

Licenses issued to huckster to peddle, showing name, date, and length of license. No index. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

218. FERRY LICENSES, 1930--. 1 file box.

License issued to ferry operators, showing date, expiration time, name

Licenses(continued)

of Perry, and name of owner. Arr. chron. 16 x 12 x 2 $\frac{1}{2}$. Auditor's off.

Official and Surety Bonds

(See also entries 56-59).

219. REGISTRATION OF OFFICERS, 1855-1904. 1 vol. (2).

Vol. 1, prior to 1855, missing.

Record of the register of public officers, showing names, commission date, date qualified, bond, name of sureties, amount of bond, time of expiration of office, and date of vacancy. No index. Hdw. Condition poor. 300 pp. 16 x 12 x 3. Basement stg. rm.

220. BONDS, 1930--. 1 file box.

County bonds made by different county officials, showing date, sureties names, addresses, name of person bonded, address, and amount. No index. 16 x 12 x 5. Auditor's o f.

221. PERSONAL BONDS AND PUBLIC DEPOSITS, 1928--. 1 file box.

Personal bonds of public officials, and record of public deposits, showing bonded person's name, surety, and applications of banks for deposits of county funds. No index. 16 x 10 x 3. Auditor's off.

222. TRUSTEES' BONDS, not dated. 1 file box.

Twp. trustees bonds, showing name, amount of bond, and witness names. No index. Hdw. 16 x 10 x 2 $\frac{1}{2}$. Auditor's off.

Official and Surety Bonds(continued)

223. RECORD OF SCHOOL TRUSTEE BONDS, 1902--. 1 vol.

Record of bonds given by school trustees, showing names of trustee and bondsmen date, amount, trustee's signature, residence, twp., bondsman's signature, sworn affidavit, and notary's signature. Indexed alph. by name of trustee. Hdw. 300 pp. 10 x 13 x 3. Auditor's off.

224. ASSESSOR'S BONDS, not dated. 1 file box.

Bonds posted by county assessors. No index. 16 x 10 x 2. Auditor's off.

225. DEPUTY ASSESSOR'S BOND AND APPOINTMENTS, 1821--. 1 file box.

Deputy assessor's appointments and bonds, showing deputy's name, assessor's name, and appointment date. Arr. chron. Hdw. 16 x 12 x 5. Auditor's off.

226. APPOINTMENT-DEPUTY ASSESSOR, not dated. 1 file box.

Appointments of county deputy assessors, and bonds given. No index. 16 x 10 x 2. Auditor's off.

227. DEPUTY ASSESSOR'S BONDS, not dated. 1 file box.

Bonds given by county deputy assessors. No index. Hdw. 16 x 10 x 2. Auditor's off.

228. ELECTION CERTIFICATE BONDS (TRUSTEE, SURVEYOR, AND COUNTY SUPERINTENDENT), 1933--. 1 file box.

Certificates of election, showing names of trustees, surveyors, assessor, and county superintendent, and their bonds. Arr. chron. Hdw. on printed form. 16 x 12 x 5. Auditor's off.

Maps

229. COUNTY ROADS AND TOWNSHIPS, not dated. 1 map.

Political and communication map, showing twps., and roads. Published by

Geo. E. Stevenson. Scale; 1 $\frac{1}{2}$ in. to 1 mile. 30 x 30. Auditor's off.

The office of county assessor was created by an act of 1891 (Acts 1891, ch. 99, sec. 112). This officer is elected for a four-year term, there being no prohibition against successive terms in office. Qualifications are established by law; he must be a continuous freeholder of Spencer County for not less than four years prior to the date of his election, and he must provide a five thousand dollar bond, with two or more good freehold sureties approved by the auditor, who also administers the oath of office. His work is under the direction of the State board of tax commissioners, and he may be removed by that board, after a hearing, for incompetency, neglect of duty, or misconduct in office. (Acts 1919; Burns' Ind. Stat. Ann. 1933, 64-1101.)

The inception date of this office in Spencer County is 1891. All records are located in the courthouse and are otherwise stated.

His duties are to instruct and advise the township assessors, to review their returns, to assess omitted real and personal property, to appraise estates for inheritance taxes, to carry out the orders of the State board of tax commissioners, and to report to the board any delinquencies of township assessors. He is ex-officio member and president of Spencer county board of review. He also sets the value upon intangibles for taxation, and examines public records to find if this tax is paid. (Acts 1919; Burns' ibid., 64-1101, 64-1102.)

230. COUNTY ASSESSOR'S RECORD, 1891 --. 2 vols. (1-2).

Record of property omitted from tax list or erroneously assessed,

showing name of owner, description of property and date set for hearing.

Arr. chron. Hdw. 150 pp. 16 x 11 x 1. Assessor's off.

231. RECORDS OF ADDITIONS TO TAX DUPLICATES, 1900--. 1 vol.

Record of taxable property added to tax lists since assessments, showing taxpayers name, location, description and value of property added.

No index. Hdw. 375 pp. 24 x 12 x 2. Assessor's off.

232. ASSESSOR'S RECORD OF TAX DUPS, 1900-1915. 4 vols. (1-4).

Mortgages recorded on tax duplicates prior to March 1, showing mortgagor, mortgagee, date of mortgage, amount, duration. Arr. alph. by names of mortgagees. Hdw. 200 pp. 16 x 12 x 1. Assessor's off.

233. AUTOMOBILE LICENSE RECORD, 1936. 1 vol.

Record of automobile owners in county, showing license no., model, make, year, owner, address, and date of purchase. Arr. alph. by owner's name.

Hdw. 275 pp. 12 x 8 x 1. Assessor's off.

Spencer County has an annual board for the review of assessments and the equalization of the valuation of real and personal property. The board is composed of the assessor, treasurer, auditor, and two freeholders of opposite political parties, appointed by the judge of circuit court. The assessor is the president and the auditor is the secretary of the board. (Acts 1919; Sec. 64-1201, 64-1203, Burns' Ind. Stat. Ann. 1933.) The inception date of this board in Spencer County is 1891. All records of this board are located in the courthouse unless otherwise stated.

From 1831 to 1891 the duties of reviewing and equalizing tax assessments were performed by a county board of equalization consisting of the county commissioners and four freeholders appointed by the circuit judge. (Acts 1831, ch. 96, p. 611.) The law of 1831 superseded this act and created the county board of review, composed of the treasurer, assessors, and auditor. (Acts 1891). The Acts of 1919 reestablished the board, adding the two freeholders' appointments to the membership.

It is the duty of the board to make changes in the valuation of the property in the township or any taxing unit within the township, and to determine the rate per cent to be added or deducted in order to make an equitable equalization of taxes throughout the county. The board also has the power, in proper cases, to correct the valuation of any particular tract or lot. (Acts 1919, Ibid.)

If the board shall find the aggregate assessments too high or too low or unequal, it may set aside the assessment of the whole county, or township, or taxing unit therein, and order a new assessment (Acts 1919, Ibid.).

254. COUNTY BOARD OF REVIEW RECORDS, 1912--. 1 vol. (3). Vol. 1, 1891-1911, missing.

Minutes of the sessions of the board, showing date of session, list of property valuations, description and location, owners name and address, and decision of board. Arr. chron. List 482 pp. 16 x 12 x 2 1/2.

Assessor's off.

255. OATHS OF OFFICE OF REVIEW, not dated. 1 file box.

Oaths of office of the members of the Board of Review consisting of the assessor, treasurer, auditor, and two freeholders appointed by circuit court judges. No index. 16 x 10 x 2 1/2. Auditor's off.

256. APPEALS TO STATE TAX BOARD, 1921--. 1 file box.

Record of persons appealing from tax assessments, showing name of applicant, description and location of property in question, reason for appeal and valuation of property by owner. Arr. chron. 16 x 12 x 5. Auditor's off.

The board of tax adjustment of Spencer County consists of one member of the county council selected by the council, and six members appointed by the judge of the circuit court. The appointees must have the following qualifications; one shall be a township trustee; one shall be a mayor or president of the board of trustees of an incorporated town; one shall be a member of the city board of education; and three shall be resident freeholders of the county at large, not holding any public office. No more than four of the members of the board shall belong to the same political party. (Acts 1933; Sec. 64-504, Burns' Ind. Stat. Ann. 1933.) The inception date of this board in Spencer County is 1933. All records of this board are located in the courthouse unless otherwise stated.

It is the duty of the board to examine, and if it deems necessary, revise, change, or reduce, but not increase, any tax levy and any corresponding items of the budget on which the tax levies are based, and apportion the total of all of the levies on that the total levy on property within any municipal corporation for which the property therein is taxable, shall not exceed the total rate as provided by law. (Ibid.).

237. TAX ADJUSTMENT BOARD RECORD, 1933--. 1 vol.

Minutes of proceedings of board sessions, showing actions taken in raising or lowering taxes on property. Arr. chron. Hdw. and typed. 635 pp. 18 x 12 x 3. Auditor's off.

237a. RECORD OF BOARD OF TAX ADJUSTMENT, (COUNTY COUNCIL RECORDS),

1899--. Same as entry 50.

Record of proceedings of meetings of tax adjustment board, showing date, names of members, and remarks. Arr. chron. Hdw. and typed. 635 pp.

18 x 12 x 5. Auditor's off.

The board of Spencer county commissioners constitutes the board of finance. The auditor acts as secretary. The board may sue and be sued in its own name whenever necessary to accomplish the purposes intended by its creation. The institution date of this board in Spencer County is 1807. All of the records in this office are located in the courthouse unless otherwise stated.

The board of finance has charge of and controls the funds of Spencer County (Acts 1807; Sec. 31-303, Burns' Ind. Stat. Ann. 1900).

The board of finance selects the depository for county funds. It approves the purchase of U. S. Government bonds or other interest-bearing obligations of the U. S. Government. It invites proposals to receive public funds on deposit, receives proposals, and creates and revokes depositories. (Acts 1807, 1808, 1809; Sec. 31-310 to 31-315-31-327, Burns' Ind. Stat. Ann. 1900.)

The General Assembly of 1808 repealed the act establishing this board, and in the same session in the "depository act of 1808," re-established the board of finance practically unaltered (Acts 1808; Sec. 31-303-31-320, 31-331 to 31-333, Burns' Ind. Stat. Ann. 1900).

300. BOARD OF FINANCE RECORD, 1807--. 1 vol.

Minutes of board sessions, showing action taken in matters of county finances and depositories. Arr. chron. 1807. 600 pp. 10 x 15 x 3. Auditor's off.

301. PUBLIC DEPOSIT RECORD, 1808--. 1 file box.

Account sheets, showing title of depository, amount deposited, amount withdrawn, balance, date, and office. Arr. chron. 1808 x 15 x 3. Auditor's off.

The treasurer is a constitutional officer elected for a term of two years and is not eligible to serve more than four years in any period of six years. He is nominated in the primary and elected in the regular election. He is required to execute his official bond of not less than the amount of money which may come into his hands at any time during the term. (Indiana Const., Art. 6, Sec. 1, Sec. 49-3101, Burns' Ind. Stat. Ann. 1953.) The inception date of this office in Spencer County is 1818. All records of this office are located in the courthouse unless otherwise stated.

The treasurer receives all money coming to Spencer County and disburses the same on proper orders. He keeps fee books and cash books and makes quarterly reports to the auditor. At the expiration of his term of office he gives a sworn statement to the auditor showing specifically the amount of fees collected, and deposits with the auditor all orders redeemed. He makes a monthly statement to the treasurer of State, collects property and poll taxes and State license fees, and diverts to the State the proceeds from the sale of estates when the heirs are unknown. (Indiana Const., Art. 6, Sec. 1; 2 Indiana Rev. Stat. 1852; Acts 1853; Sec. 49-3103 to 49-3317, Burns' Ind. Stat. Ann. 1953.)

Tax Collections

240. TAX DUPLICATES, 1853--?. 200 vols. Numbering varies. 1864, 69, 71, 81, 80, 1886-92, 94, 95, 97, 99 and 1921, missing.

Tax Collections(continued)

23

Record of assessments and taxes levied, showing name of taxpayer, description and value of real estate and improvements, amount of exemption, value of personal property, total taxable amount, tax rate, delinquencies, and net amount. Arr. numerically. Hdw. on printed form. 300 pp. 21 x 13 x 3. 121 vols., 1907-1922, basement; 79 vols., 1923-- , treasurer's off.

241. DITCH DUPLICATIONS, 1910-- . 2 vols.

Record of assessments for construction and maintenance of ditches, showing name of property owner, description, acreage, and location of property benefited, total assessment, installments, date of payments, receipt no., and location and name of ditch. No index. Hdw. on printed form. 320 pp. 23 x 16 x 2 1/2. Treasurer's off.

242. RECEIPTS OF DELINQUENT TAX COLLECTIONS, 1891-- . 6 vols. (1, 1-5).
1892-1925, missing.

Record showing receipt no., name of property owner, township, description, and location of property, personal property, total amount due and delinquent. Arr. chron. Hdw. on printed form. 434 pp. 17 x 12 x 3. 1 vol., 1891-92, basement stg. rm.; 5 vols., 1925-- , treasurer's off.

243. TAX RECEIPTS, 1924-- . 364 vols.

Record showing receipt no., date, description, location, value of real and personal property, exemptions, rate of tax, and total amount due. Arr. chron. by taxing unit, thereunder by twp., groups. Hdw. 100 pp. 14 x 12 x 2. Treasurer's off.

244. DAILY BALANCE OF CASH AND DEPOSITORIES, 1904--. 11 vols.

(1-5, and 6 vols. not numbered).

Record showing date, balance on hand at start of day, receipts from payments of costs, fees, licenses, trust funds, total receipts, checks and warrants drawn, name of depository drawn on, and balance at close of day. Arr. chron. Hdw. 300 pp. 17 x 12 x 3. 6 vols., 1904-26, basement stg. rm.; 5 vols., 1927--, treasurer's off.

245. CASH BOOK, 1877--. 12 vols.

Record of receipts, showing date, amount received, payers name, cause, and account credited. Arr. chron. Hdw. 350 pp. 18 x 12 x 3. 3 vols., 1877-1903, basement stg. rm.; 4 vols., 1903--, treasurer's off.

246. RECORD OF RECEIPTS, 1901--. 6 vols.

Record of all county funds, showing date received, amount, payer, cause, and fund credited. Arr. chron. Hdw. 180 pp. 26 x 18 x 3. 4 vols., 1901-21, basement stg. rm.; 2 vols., 1921--, treasurer's off.

247. TREASURER'S LEDGER RECEIPTS AND DISBURSEMENTS, 1896--. 8 vols.

Ledger showing date, source of receipts, amount and date of distribution, cause, payer and amount. Arr. chron. Hdw. 250 pp. 16 x 14 x 3. 6 vols., 1896-1927, basement stg. rm.; 2 vols., 1927--, treasurer's off.

248. DISBURSEMENTS ON AUDITOR'S WARRANTS, 1911--. 3 vols.

Record of expenses paid on order of auditor, showing warrant no., date, amount, payee, cause, and balance in fund. Arr. chron. Hdw. on printed forms 300 pp. 17 x 13 x 2 1/2. 1 vol., 1911-14, basement stg. rm.; 2 vols., 1914--, treasurer's off.

Receipts and Disbursements(continued)

66.

249. TREASURERS REGISTER OF WARRANTS BY DEPOSITORIES, 1892--.

10 vols. (1-3, and 7 vols. not numbered).

Record of disbursements by warrant, according to disbursement, showing date, serial no., payee, amount and cause. Arr. chron. Hdw. on printed form. 300 pp. 16 x 11 x 3. 7 vols., 1892-1925, basement stg. rm.; 3 vols., 1925--, treasurer's off.

250. CERTIFICATE AND CHECK REGISTERING, 1861-66. 1 vol.

Register of checks and certificates issued, showing serial no., date, payer, cause, and amount. Indexed alfab. by names of payees. Hdw. on printed form. 400 pp. 16 x 10 x 3. Basement stg. rm.

251. RECORD OF OUTSTANDING ORDERS, 1899-1909. 1 vol.

Register of orders outstanding, showing serial no., of pay order, date, payee, amount, cause, and date of redemption. Arr. chron. Hdw. 300 pp. 16 x 10 x 2½. Basement stg. rm.

By an act of 1873, a county board of education was created. The board is comprised of the county superintendent of schools, the trustees of the county, and chairman of the school trustees of each city and town of the county. The inception date of this board in Spencer County is 1873. All records of this board are located in the courthouse unless otherwise stated.

The duties of the board shall be to consider the general wants and needs of the school and matters relating to purchase of school furniture, books, maps, charts, etc. (Acts 1873; Sec. 28-301, Burns' Ind. Stat. Ann. 1925).

252. COUNTY SUPERINTENDENT'S RECORD, 1873-4. 3 vols.

Minutes of the county board of education, showing date of meeting, names of members, and proceedings. Arr. chron. Edw. 200 pp. 16 x 12 x 2.
Superintendent of schools off.

In 1873, by legislative enactment, the office of county superintendent of schools was created. This officer is elected by the township trustees and serves for a term of four years. The candidate must have had five years of successful experience as a teacher in the public schools, and at the time of his election he must hold a superintendent's license. He must give bond for five thousand dollars. (Acts 1873; Burns' Ind. Stat. Ann. 1933, 26-702.) The inception date of this board in Spencer County is 1873. All of the records of this office are located in the courthouse unless otherwise stated.

The superintendent exercises general supervision of the schools of Spencer County. He visits schools while they are in session, conducts teacher's institutes, and calls meetings of teachers of Spencer County schools once each month in the school year. He makes out the basis of apportionment of school revenues from the enumeration. He presides over the county board of education and receives applications for school aid relief. (Acts 1873; Sec. 26-401 to 26-411, Burns' Ind. Stat. Ann. 1933.)

Teachers

255. RECORD OF TEACHERS' EXAMINATIONS, 1873-1933. 1 vol.

Record of examinations for teacher's license, showing date, name of teacher, address, subject and grade of examination, and result. Arr. chron. Pdw. on printed form. 200 pp. 16 x 6 x 2. Superintendent's off.

256-258. TEACHERS' CERTIFICATE OF TRAINING, 1911--. 1 file box;
1 vol.

Certificates of training of applicants for teaching positions, showing

Teachers (continued)

Date, teacher's name, address, training, educational qualifications, and grades. Arr. alph. by names of applicants. File box, 10 x 12 x 20; vol., 100 pp. 10 x 12 x 1. Superintendent's off.

253. RECORD OF EXEMPTED TEACHERS, 1912--. 2 vols.

Record of persons exempted from requirements of license to teach, showing teacher's name, address, dates and kind of licenses, average scholarship, teaching success, general averages, and remarks. Arr. chron. Bdw. on printed form. 150 pp. 10 x 12 x 2. Superintendent's off.

Pupils

257. RECORD OF PUPILS OF COUNTY SCHOOLS, 1904--. 2 vols.

List of graduates of county schools, showing pupil's name, address, number, age, sex, district, date of graduation. Arr. by pupils' serial no. Bdw. on printed form. 100 pp. 10 x 12 x 1. Superintendent's off.

By legislative enactment in 1891, the office of health commissioner was created. This officer is elected by the county commissioners to serve for a term of four years. The inception date of the records in this county is 1882. From 1882 until 1891 records were kept by the county board of health composed of the township trustees, a mayor, common council of each city in the county, and board of county commissioners. After the establishment of the health commissioner the board was abolished. All records of this office are located in the courthouse unless otherwise stated.

It is his duty to safeguard the health and to promote sanitary systems for the citizens of the county. He is also required to study and check contagious diseases in the various communities, wherever and whenever possible, and advise and counsel various persons interested in the control of diseases. He is required to maintain records of births, deaths, marriages, make dairy inspections, pool inspections, and hold regular examinations of pupils in the various schools of Spencer County at regular intervals. (Acts 1891; Sec. 37-100, Burns' Ind. Stat. Ann. 1937.)

256. BIRTH RECORD, 1882--. 15 vols.

Record of all births in the county, showing parents, ages, occupation, residence, locality, color, family history. Indexed alphan. by family names. Hds. on printed form. 250 pp. 24 x 12 x 2. 15 vols., 1882-1931, rec'd., recorder's off. 1 vol., 1931--., health commissioner's home, 117 S. 4th. St. Rockport, Indiana.

253. MARRIAGE RECORD, 1904--. 7 vols.

Record of marriages, showing name of groom and of bride, age, place of birth, parents, family history, residence, health commissioner's signature. Indexed alph. by name of groom. Mss. on printed form. 350 pp. 18 x 12 x 2. 6 vols., 1901-32, C.C., recorder's off.; 1 vol., 1933--, health commissioner's home, 117 S. 4th, St. Joseph, Indiana.

See also entries 30-32.

260. BIRTH RECORD, 1901--. 9 vols.

Record showing names of deceased, age, sex, color, last residence, occupation, marital status, birthplace, parents, physician, and cause of death. Indexed alph. by names of deceased. Mss. 300 pp. 18 x 14 x 2. 7 vols., 1892-1923, C.C., recorder's off.; 2 vols., 1924--, health commissioner's home, 117 S. 4th, St. Joseph, Indiana.

The board of public welfare of Spencer County consists of five persons having a recognized interest in and knowledge of the problems of public welfare. The board is appointed by the judge of the circuit court; at least two members must be women and not more than three members may be adherents of any one political party. (Acts 1936; Sec. 52-1118, Burns' Ind. Stat. Ann. 1933.) The inception date of this board in Spencer County is 1936. All of the records of this office are located in the courthouse unless otherwise stated.

Subject to the rules and regulations of the State department of public welfare, the county board is charged with the administration of assistance to dependent children in their own homes, old age assistance, services and assistance to persons otherwise handicapped, the care and treatment of dependent, neglected, and handicapped children, children in danger of becoming delinquent, and other welfare activities as may be delegated to it by the State department of public welfare, under the provisions of the act, including services connected with assistance to the blind.

The director, who is appointed by the board of public welfare of Spencer County under the supervision of the circuit court, performs the functions of probation officer and agent of the court. (Acts 1936; Sec. 52-1119, 52-1120, Burns' Ind. Stat. Ann. 1933.)

A board of childrens' guardians, which was established in 1889 to care for neglected children, was abolished by the 1936 act and jurisdiction was transferred to the board of public welfare (Acts 1936; Sec. 52-1121, Burns' Ind. Stat. Ann. 1933).

All jurisdiction vested in county boards pertaining to welfare work was transferred to the board of public welfare in 1936 (Acts 1936; Sec. 52-1408, Burns' Ind. Stat. Ann. 1933).

261. MINUTE BOOK, 1936--. 1 vol.

Proceedings of board meetings, showing date, list of members present, introduction, and disposal of business. Arr. chron. Hdw. 150 pp. 14 x 10 x 1 $\frac{1}{2}$. Board of public welfare's off.

262. DIRECTORS' RECORD, 1935--. 1 vol.

Record of actions taken by board of public welfare, on welfare director's recommendations, showing date, recommendation, application no., applicant's name, code, and sheet nos., and action of boards. Arr. by case no. Hdw. on printed form. 100 pp. 16 x 12 x 2. Board of public welfare's off.

263. CASE FILES, 1935--. 6 file boxes.

Original papers filed before board of public welfare, showing title of case, no., approved or rejected, and form of assistance ordered. Arr. alph. by titles of cases. 10 x 12 x 24. Board of public welfare's off.

264. RECORD OF ASSISTANCE GIVEN (Active), 1935--. 1 vol.

Record of assistance given by board, showing application no., applicant's name, address, aid awarded, certificate no., date effective, totals, signature of director. Arr. by case no. Hdw. on printed form. 250 pp. 14 x 10 x 2. Board of public welfare's off.

265. RECORD OF ASSISTANCE GIVEN (children), 1935--. 1 vol.

Record of assistance given to children by the board, showing application no., date, name of applicant, address, aid awarded, certificate no., date effective, totals, and director's signature. Arr. by case no., Hdw. on printed form. 100 pp. 16 x 8 x 1. Board of public welfare's off.

236. ... (1900--). 1 vol.

Record of ... showing ... date, name of applicant, address, aid amount, certificate no., date ... total, and signature of director. Arr. by case no. ... on printed form. 100 pp. 14 x 10 x 1. Board of public welfare's off.

237. ... (1900--). 1 vol.

List of applications for aid, their approval, and certification to state welfare department attested by county welfare director and county auditor. Arr. chron. ... on printed form. 100 pp. 14 x 10 x 1. Board of public welfare's off.

238. ... (1900--). 1 vol.

Register of claims filed, or ... and warrants issued for assistance cases, showing date, case no., ... claim, ... appropriation, amount charged to ... and auditor's warrant. Arr. by case no. ... on printed form. 100 pp. 14 x 10 x 1. Board of public welfare's off.

XIX SURVEYOR

The county surveyor is a constitutional officer, elected for a term of two years without restriction on re-election. (Acts 1852; Sec. 49-3301, Burns' Ind. Stat. Ann. 1933.) The inception date of this office in Spencer County is 1818. All of the records of this office are located in the courthouse unless otherwise stated.

The surveyor has charge, under direction of the county commissioners, of all surveying and civil engineering work of the county. No professional qualifications are required either by constitution or statute. If the surveyor elected is not a registered engineer, an assistant must be employed to perform the engineering duties of the office. (1 Ind. Rev. Stat. 1852; Acts 1911; Sec. 49-3301, Burns' Ind. Stat. Ann. 1933.)

The duties of the office are of two classes, public and private. The surveyor prepares plans and specifications for public improvements and has charge of the construction and maintenance of drainage ditches in the county. He removes, after examination, the obstruction of any streams. He also has charge of the maintenance and repair of county highways, bridges, and culverts, unless the county commissioners, as permitted by statute, employ a highway supervisor (q. v.) (ibid). For private parties, he takes acknowledgments of mortgages and deeds for the conveyance of real estate (Acts 1857; Sec. 49-3317, Burns' Ind. Stat. Ann. 1933), and, upon request, runs boundary lines of farms and lots. (1 Ind. Rev. Stat. 1852; Acts 1875; Sec. 36-1110, 36-1111, Burns' Ind. Stat. Ann. 1933.)

Surveys and Reports

269. SURVEYOR'S RECORD, 1357--. 5 vols. (1-4, 1 vol. not numbered)

Record of surveys, showing description, date that lines and corner stones were established, plats, and all dimensions. Arr. by sec. under twp. and range. Hdw. 170 pp. 18 x 12 x 2. Surveyor's off.

270. SURVEYS, 1927-30. 1 file box.

Record of county surveys, showing all surveys made, description, lines, and corner stones. No index. 18 x 12 x 5. Auditor's off.

271. FIELD BOOKS, 1928--. 9 vols.

Record in mathematical form of locations of transite lines of county roads. Arr. chron. Hdw. 50 pp. 8 x 4 x 1. Surveyor's off.

272. LEVEL BOOKS, 1928--. 10 vols.

Record in mathematical form of horizontal lines and elevations of county roads. Arr. chron. Hdw. 50 pp. 8 x 4 x 1. Surveyor's off.

273. LEVELS AND HILLS AND ROADS, 1934--. 1 file box.

Locations of levels, hills, and roads, showing names of same through out county. No index. 18 x 12 x 5. Auditor's off.

Construction plans and specifications

274. APPORTIONMENT RECORD, 1922--. 1 vol. (2). Vol 1, prior to 1922, missing.

Apportionment record for repair of drainage ditches, showing share no., station to station, length in feet, to whom apportionment is made, description of land benefited, amount of benefits, and specifications. Indexed alph. by name of ditch. Hdw. on printed form. 160 pp. 30 x 12 x 2. Surveyor's off.

Construction Plans and Specifications (continued)

275. DITCH RECORD, 1911--. 5 vols.

Record of ditch repairing, cleaning, and allotments, showing share no., distance, to whom allotment is made, description, and benefits. Indexed alph. by name of ditch. Hdw. 400 pp. 12 x 6 x 1. Surveyor's off.

See also entry 86.

Maps

276. SPENCER COUNTY, 1933. 1 map.

Physical and communication map, showing roads of county. Drawn by R. E. Ryan, Spencer, Ind. Fluerrirt. Scale, 1" to 10 miles. 42 x 36. Surveyor's off.

277. ROCKPORT INDIANA, 1931. 1 map.

Plat map, showing block, no. of lots, streets, and alleys. Drawn by Geo. Wells Jr., Rockport, Ind. Fluerrirt. No scale given. 42 x 36. Surveyor's off.

Roads, from pioneer times, were under local supervision. From 1810 to 1813 the county commissioners constituted a board of township directors, serving as supervisors, each in his own district. In 1813 the county highways were placed in charge of a superintendent of highways, who was appointed by the county commissioners for a term of four years. Local records bear his name and title. This office was established in 1813, and abolished March 1, 1833; and the powers and duties given to the surveyor. (Acts 1813, ch. 555, p. 179, 1833; sec. 55-1110, Burns' Ind. Stat. Ann. 1933.)

The inception date of this office in Spencer County is 1813. All records of this office are located in the courthouse at Greensburg, Ind.

In order to provide for necessary supervision in counties warranting more attention than the surveyor can give, the board of county commissioners has the right to employ, at its option, a highway supervisor (Acts 1833; Burns; *ibid.*, 55-1110). The board of commissioners of Spencer County has appointed a separate highway supervisor.

The highway supervisor supervises the maintenance and repair of all highways, bridges, and culverts of the county, and has authority to fix the limits of loads carried over them. It is his duty to see that the rail routes are kept open. He must attend the annual road school at Purdue University. (Acts 1833; Burns', *ibid.*, 55-1110 to 1113.)

670. HIGHWAY SUPERINTENDENT'S LEDGER OF SPENCER CO., 1833--.

2 vols.

Record of roads, showing cost of building, name of road, and cost of maintenance. Indexed alph. by name of road. 1 dv. 500 pp. 12 x 15 x 3. Auditor's off.

The office of county (agricultural) agent was created by an act of the legislature in 1911. The act provided that the office should come into existence whenever twenty or more residents of a county are actively interested in agriculture and domestic science, file a petition with the county board of education. The petition is then presented to the county council, which must provide by appropriation for a salary and expenses for the maintenance of this office. The board of education then applies to Purdue University for the appointment of a county (agricultural) agent. The appointment is subject to the approval of both county and state boards of education, and is made annually, but reappointments may be made for two-year terms. The State also contributes, through the university, part of this officer's salary from the State educational funds. Both salary and expense accounts must be approved by Purdue University before payment by the county. (Acts 1913, 1923, 1927; Sec. 26-1911, Burns' Ed. 3036, Ann. 1923.)

The inspection part of this office is provided for in 1913. All the records of this office are located in the county clerk's office and are public.

The duties of the agricultural agent, under the supervision of Purdue University, include cooperation with movements for the improvement of agriculture, farm and institutes and clubs; giving advice to farmers on practical farm problems; conducting fair competitions and boys' and girls' clubs and contests; and aiding the county superintendents of schools in furnishing practical education in agriculture and domestic science (Ibid.).

By an act of 1931, the home demonstration agent, who is supplemental to the county agent, was created (Acts 1931; Burns' Ibid., 30-5327).

279. ANNUAL REPORTS, 1930--. 1 file box.

Annual and biennial reports of agents of extension department of the University, showing no. of farm visits, demonstrations, attendance, no. of projects, and summary of results. Arr. chron. 10 x 12 x 24. Agent's off.

280. PROJECT FILES, 1930--. 5 file boxes.

Projects carried out by the county agent, showing how economics, all club work, and boys' farm work. Arr. alph. by name of project. 10 x 12 x 24. Agent's off.

281. RECORDS (CORRESPONDENCE), 1930--. 2 file boxes.

Correspondence of the agent with farmers, and various University, pertaining to dairying, farming, conservation, and soiling. Arr. chron. 4 x 12 x 24. Agent's off.

282. MINUTES, 1931--. 1 file box.

Report of farm institute, showing dates held, place held, and minutes of proceedings. Arr. chron. 12 x 12 x 3. Auditor's off.

283

